

RUMSON-FAIR HAVEN REGIONAL HIGH SCHOOL
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COVID Response Plan
August 13, 2021

Updated with "Appendix A" Remote Instruction Emergency Planning on October 11, 2021
Board Approved on October 19, 2021

The Rumson-Fair Haven Regional High School community is committed to providing students access to our rigorous and engaging curriculum. In-person instruction is essential to our mission, as it allows our students to engage with each other in creative pursuits, lively debate and complex problem solving. Additionally, our teachers can best support our students when they are present and engaged in the activities provided by our teachers. This plan reflects our commitment to protecting our school community's health in order to provide coursework and extracurricular activities to our students. We are enthusiastic that in the 2021-2022 school year, we are able to have all of our students and staff learning together, with masks and following all NJ safety protocols, enabling our students to take advantage full advantage of all that RFH has to offer.

The details of this plan were guided by what was learned during the 2020-2021 school year, the input of faculty and staff, and the input of our community through [survey](#) and public comment at Board of Education meetings, the Pandemic Response Team and Board of Education Committees. The plan complies with the guidance provided in the NJDOE's The Road Forward document issued to schools in June, 2021, along with the NJDOE's requirements for a Safe Return to In-Person Instruction and Continuity of Service (pursuant to the Federal American Rescue Plan Act), and most recently, Executive Order 251, which requires all staff, students and visitors to schools to wear masks, regardless of vaccination status, until further action is taken by the Governor's Office. **Updates to the plan will be made as needed due to directives from the New Jersey Department of Health and the Governor's Office.** The plan is fluid due to changing public health information. The COVID-19 Activity Level Index ([CALI](#)) is reported weekly and informs the school's quarantine guidelines. Additional COVID-19 data is posted on the nj.gov [website](#). During the 2021-2022 school year, data will be posted on the [RFH website](#) and updated weekly.

The COVID Response Plan will be discussed at every Board of Education meeting until further notice. Community members may make comments during the public comment portion of the BOE meeting. Feedback or questions may also be provided through this [survey](#).

Information will be updated and shared for parents and community members at the following meetings:

- Community Q&A Tuesday, August 24, 2021 7:00 PM
- Freshman Parent Night: Thursday, September 2, 2021 7:00 PM

- Board of Education Meeting: Tuesday, September 14, 2021 7:00 PM
- Back to School Night: Thursday, September 30, 2021 7:00 PM

Highlights:

- **Schedule:** All students will participate in full-day in-person instruction, using the traditional bell schedule.

Period	Time
1/Homeroom	7:45 - 8:32
2	8:36 - 9:18
3	9:22 - 10:04
4	10:08 - 10:50
5	10:54 - 11:36
6	11:40 - 12:22
7	12:26 - 1:08
8	1:12 - 1:54
9	2:00- 2:40

- **Minimum Days per NJDOE:** The minimum hours of instruction for a virtual or remote day is four hours excluding lunch and recess.
- **Health and Safety Protocols (Students):**
 - All staff and students must wear a mask when indoors as per Executive Order 251.
 - Students must wear a mask on busses, as required by federal mandate.
 - Students will be issued an ID during the first week of school.
 - Students will use their IDs to scan into the building, attend athletic events, use the printers, take out library books, scan into Learning Resource Centers during Period 9 and pay for lunch.
 - Students and parents will be reminded to check for symptoms of COVID through signs at entrances and reminders sent each week.
- **Health and Safety Protocols (Building):**
 - Students are encouraged to maintain three feet of distance from others where possible.
 - Additional spaces, including outdoor spaces, are available for students to eat lunch.

- All indoor spaces at RFH are climate controlled.
 - Air filters are changed regularly.
 - Additional fresh air is brought in through the HVAC system.
 - Hand sanitizer is available in halls, at entrances to the auditorium, cafeteria and gymnasium, and in all classrooms.
 - All students will be assigned lockers in the halls.
 - Some stairwells are restricted to one way during the school day.
 - The use of locker rooms will be limited.
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- **Instruction:**
 - Teachers will maintain Google Classrooms.
 - Students must have a fully charged device to use in school each day. They may bring their own device, or borrow a Chromebook for the school year. Students may borrow a Chromebook by completing this [form](#) and paying a technology fee.
 - Students are encouraged to meet with teachers during office hours.
 - Students are encouraged to use Learning Resource Centers during period nine each day.
 - If RFH must suspend in-person instruction due to an outbreak for a day or more, all students will be required to participate virtually in all classes according to the full day schedule.
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- **Contact Tracing and Quarantines:**
 - Students will be assigned seats in all classes.
 - A close contact is defined as anyone within three feet of a positive case for 15 minutes or more in a 24 hour period.
 - When RFH is notified of a positive case, close contacts will be notified within 24 hours by phone by a member of our staff.
 - Vaccinated individuals are not required to quarantine. RFH is collecting vaccination information using this [form](#). Vaccination records submitted here will be reviewed by our school nurse, and remain confidential. The information will be used to determine the percent of vaccinated individuals at RFH and to exempt students from quarantining.
 - Unvaccinated individuals are required to quarantine; the length of the quarantine depends on the current COVID Activity Level, and ranges from 5 to 10 days.
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- **Attendance:** The school's attendance policy is in effect.
 - Details may be found in the Student Handbook. Each student is responsible for being in every class, every day. Students are expected to be in school during Period 9 so that they have access to important programs and support from teachers.
 - Parents of students who will be absent for the day must notify the school before 7:45 AM at 732-842-1597 ext. 257.

- Students who are absent for the day are expected to check their Google Classrooms and complete any assignments posted.
 - Students who are required to quarantine for five or more days either due to illness or exposure will be expected to participate in class virtually if they are well enough to do so. Absences of five or more days require medical documentation.
 - No assessment will be administered virtually.
- **Supports for Students:**
- Counselors and mental health professionals will speak to all students during the opening days of schools and during period nine.
 - Teachers are available during their office hours and during period nine in Learning Resource Centers.

For those students who were in the building last year, there are a few important changes:

- Students do not need to complete a daily screening questionnaire.
- Students do not need to enter through an assigned door. They may enter each morning through the front door or through the auditorium doors.
- The gymnasium will be used for Physical Education and Athletics.
- Period 9 will be part of the daily schedule, except for Early Dismissal Mondays.
- There is no virtual option, nor “Absent but Present Virtually” option.
- Students will not need to quarantine if they are vaccinated.
- Students may eat lunch outdoors.
- Students will be able to use their lockers.

And a few protocols that remain in place as we begin in September:

- Students must have their IDs with them to scan into the building and for many other tasks. New IDs will be distributed during the first week of school.
- Students must wear a mask when on buses and in the building.
- Some stairwells are one-way stairwells.
- The use of locker rooms is limited. (Coaches and physical education teachers will give updates.)

Communication and Future Plans:

- Updates will be provided in the RFH Weekly Update.
- The Board of Education will review the plan at each Board of Education meeting.
- The RFH website will be updated weekly with the school’s
 - Vaccination rate
 - Number of positive cases
 - Number of students quarantined
 - Quarantine Guidelines, based on current CDC Hardship recommendations and NJDOH 2021 guidelines.
- If RFH must suspend in-person instruction due to an outbreak for one or more days, all students will be required to participate virtually in all classes according to the full day schedule.

- If RFH is required to implement social distancing protocols of six feet, students will be scheduled in cohorts for full day schedules.

Additional details are found on the following pages in a format that complies with the Road Forward Guidance.

Important Health and Safety Protocols:

Overview:

Vaccinations: Vaccination is encouraged for all students and staff members who are eligible for the vaccine. Staff and students may provide proof of vaccination to the school nurse. The current guidance from the NJDOH exempts vaccinated individuals from being quarantined if exposed to a positive case.

Communication: School officials will maintain contact with the Monmouth County Regional Health Commission, and with school officials from the Rumson and Fair Haven Schools. Updates will be provided weekly to the RFH community with the number of positive COVID cases, the number of students and staff quarantined, and any changes in protocols mandated by the NJDOE or NJDOH.

Masks: Masks are required for all students, staff and visitors. The proper use, removal and washing of masks will be reviewed with all staff and students during opening meetings. Follow-up information can be obtained from the school nurse or assistant principal. Masks are available in the school nurse's office, the assistant principal's office and the superintendent's office.

School Buses: Federal mandates require that all students wear a mask when on a bus, regardless of their vaccination status. This mandate applies to transportation to school, on school trips and to and from athletic events.

Physical Distancing and Cohorting: Where possible, three feet of distance is provided between desks. Students will have the option to eat lunch outside of the cafeteria.

Hand Hygiene and Respiratory Etiquette: Proper hand washing and respiratory etiquette will be reviewed with all students and staff at opening meetings. Soap and paper towels are provided in all restrooms. Hand sanitizer is available in all classrooms, and at entrances to large group areas, including the library, auditorium and gymnasium.

Meals: Students may purchase breakfast or lunch in the cafeteria. Breakfast must be eaten in the cafeteria. Multiple locations will be provided for students to eat lunch. Additional custodial staff will ensure that cleaning takes place between lunch periods.

Contact Tracing: Students will be assigned seats in all classrooms. Students who test positive for COVID-19 will be asked to report students they were in contact with in the

cafeteria, physical education class, and after school activities. A close contact is defined as someone who is within three feet of a positive case for more than 15 minutes in a 24 hour period. Close contacts will be notified by phone by RFH staff.

Shared Supplies and Equipment: Sharing supplies and equipment is discouraged. Students will be encouraged to use hand sanitizer or wash their hands when sharing is unavoidable. Shared equipment will be disinfected daily.

Cleaning and Disinfection: High touch surfaces, including door handles and desks will be disinfected daily. Additional custodial staff will be present during the school day to provide frequent disinfection of high touch surfaces.

Improving Airflow: RFH is climate controlled, with many of the classrooms having individual heat pumps. Filters have been changed and will be changed quarterly, or more often if there is an outbreak.

Parental Screening: RFH will send reminders to parents in each Weekly Update reminding them to keep their children home if they have symptoms. The NJDOH recommends that students with TWO or more of the following symptoms: fever, chills, muscle aches, headache, sore throat, nausea, vomiting or diarrhea, fatigue, congestion or runny nose, or ONE of the following symptoms: cough, shortness of breath, loss of taste or smell, be excluded for school.

Illness at School or in School Activities: If a student or staff member exhibits symptoms, he or she may be assessed by the school nurse. Students and staff members with COVID-like symptoms will be sent home if they have had potential exposure to COVID-19. Students and staff members who test positive for COVID will be excluded from school for ten days from the onset of symptoms, or if asymptomatic, from the date of the positive test result.

Exclusion from School: A close contact is defined as someone who is within three feet of a positive case for more than 15 minutes in a 24 hour period. Close contacts will be notified by phone by RFH staff, and will be excluded from school, athletics and activities according to the NJDOH Exclusion Criteria and CDC Hardship Guidelines. Per these guidelines, close contacts will be excluded from school, athletics and activities for 10 days, or 7 days with negative test results collected at 5-7 days. Asymptomatic vaccinated individuals do not need to quarantine.

Testing: RFH will not provide onsite testing for COVID-19. Students and staff members will need to contact their health care provider for COVID-19 testing when necessary. COVID-19 test results must be provided to the school nurse when a student tests positive, or when a student is quarantined and chooses to return to school in 7 days (when transmission level is moderate or low).

APPENDIX A

Emergency Virtual / Remote Instruction Plan, 2021-2022 **Rumson Fair Haven Regional High School District:**

In the event of a school closure lasting three (3) or more consecutive school days due to reasons outlined in N.J.S.A. 18a: 7f-9 (A declared state of emergency; A declared public health emergency; A directive by the appropriate health agency or officer to institute a public health-related closure for a period longer than three (3) consecutive school days), Rumson-Fair Haven Regional High School District (**RFH**) would immediately implement an Emergency Virtual / Remote Instruction Plan.

Rumson-Fair Haven Regional High School District is already configured to provide for full virtual, synchronous, live-streamed instruction without unnecessary delays using the Google Classroom platform.

- **Instruction:**
 - If RFH must suspend in-person instruction due to an outbreak for a day or more, all students will be required to participate virtually in all classes according to the full-day schedule.
 - In the event of a declared Emergency Closure of three (3) or more days, all staff would be informed to begin virtual, synchronous live-streamed instruction following an eight (8) period school day via Google Classroom.
 - **Please Note:** The current daily in-person ninth (9th) period would be “swapped out” to provide “Virtual Office Hours” in which students will receive direct 1:1 and small group academic instruction, as needed from teaching staff by subject.
 - Students are encouraged to meet with teachers during office hours.
 - All teachers will maintain Google Classrooms.
 - Students must have a fully charged device to use for virtual school each day. They may bring their own device, or borrow a Chromebook for the school year. Students may borrow a Chromebook by completing this [form](#) and paying a technology fee.
 - A school day instituted under this approved plan is considered a full-school day meets graduation requirements as well as the awarding of course credit.

The RFH Remote Virtual School Schedule is as follows:

Period	Time
1/Homeroom	7:45 - 8:32
2	8:36 - 9:18
3	9:22 - 10:04
4	10:08 - 10:50
5	10:54 - 11:36
6	11:40 - 12:22
7	12:26 - 1:08
8	1:12 - 1:54
9	On-Line Academic Office Hours 2:00- 2:40

- **Attendance:** The school’s attendance policy remains in effect during virtual instruction.
 - Details may be found in the Student Handbook. Each student is responsible for being in every virtual class, every day. Students are also expected to be in school during Academic Office Hours so that they have access to important programs and support from teachers.
 - Parents of students who will be absent for the virtual day must notify the school before 7:45 AM at 732-842-1597 ext. 257.
 - Students who are absent for the day are expected to check their Google Classrooms and complete any assignments posted.

Addressing Digital Divide: In preparation for the 2021-2022 School Year, RFH Technology Staff measured and addressed any ongoing digital divide that exists, whether it be network access or lack of sufficient access to devices.

- To date, the school has provided a total of one hundred thirteen (113) Chromebooks to students who did not have access to an electronic device. Students may borrow a Chromebook by completing this [form](#).
- Portable “Hot-Spots” were also offered to each student requesting a Chromebook in order to ensure connectivity. To date, no student has accepted the offer of a portable Hot-Spot.

Free and Reduced Lunch: RFH currently has two (2) students out of nine hundred forty-five (945) students identified to receive free and reduced lunch. Gift Cards to a local supermarket of choice will be provided to identified student(s) in lieu of receiving a daily school lunch during an emergency closure. Gift cards provided will be of sufficient monetary value to ensure that school lunch can be provided seven (7) days per week so that food insecurity is avoided.

- ✓ **Procedure:** In the event of a school closure lasting more than three (3) days per N.J.S.A. 18a, the Superintendent or designee will directly contact those families identified for free and reduced lunch to:
 - **Determine supermarket of choice;**
 - Arrange for staff to be on-hand for pick-up of supermarket gift cards noted above.
 - In the event that students need gift cards to be delivered to their homes, the Superintendent or designee will oversee and ensure that delivery.

Essential Employees: In the event of a school closure lasting three (3) or more consecutive school days due to reasons outlined in N.J.S.A. 18a: 7f-9, essential employees will be required to report to work on-site. Essential Employees at RFH include:

- All Administrators;
- Buildings and Grounds and Custodial Personnel;
- All 12-Month Secretaries
- All Technology Staff