

# Babylon Union Free School District

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September 2, 2020

Dear Parents/Guardians,

This third letter introducing the upcoming school year aims at **building a communal approach to our in-person instruction** that supports the health and wellness of our children, our staff, and our entire school community. Entering this school year will be unlike any other that we have experienced as children ourselves, or as adults. Without question, opening our schools requires us all—individuals, families, and school staff—to unite around a commitment to collaboration, communication, and compliance to ensure successful COVID-19 management this school year. We believe that the benefits of opening our schools are worth the collective efforts that will be required to maintain a healthy and safe school experience. We are opening our doors with joyful optimism about the school year ahead and offering call to our entire community to rally around the norms outlined below.

## Health and Safety Protocols

- **Complete the daily health survey.** Each day, prior to leaving for school, families must complete the daily health survey for each student attending in person. The link for this survey will be distributed via our technology department prior to the first day of school.
- **Keep children home if they are sick.** If your child is sick or exhibiting symptoms of COVID-19, parents are expected to keep their child(ren) out of school. Please call our Health Office at 631-893-7966 to inform our nurse of your child's absence and symptoms. You will be instructed to:
  - *Take your child to their health care provider for diagnosis.*
  - A district form (*sample attached to this email*) **will need to be completed by the health care provider PRIOR to returning to school.** This form will also be available for download at our district's website under "Departments", in the Health Services tab.
  - Our health office staff is available to you should you have any questions along the way.
- **Keep children home if exposed.** If you believe your child has been exposed to someone infected with COVID-19, including a sibling or family member, keep them home from school. Please contact the health office at 631-893-7966 for further guidance on required communication and documentation prior to returning to school.
- Students at home due to illness or expected exposure to COVID-19 **will receive schoolwork as assigned by their classroom teacher.** Students cannot attend the virtual instruction of other teachers. This would require a formal class change and space within the virtual classrooms cannot be guaranteed. Instead, if your child is absent for any reason, please contact the main office to coordinate the organization of missed schoolwork.
- **Sickness During School Hours.** Should a child become ill or develop a fever during the school day, parents will be called by our school nurse, Mrs. Martha Petrucci. Parents are expected to pick up their child in such instances. Additionally, **the attached letter referenced above will be sent home with the parent to guide them through the procedures required** prior to their child returning to school.
- **Up-to-Date Medical Forms & Emergency Contacts:** Please ensure that all required medical forms are returned to the health office and emergency contacts are kept up-to-date throughout the school year. If a child needs to be

picked up from school and the parent/guardian is not able to be reached, we will call the emergency contacts you shared with us. Forms to update such contacts are included in our summer mailing or by phone call to the Main Office of BES 631-893-7960.

- **Confirm with your emergency contacts** that they are comfortable picking your child up from school even if your child is exhibiting COVID symptoms.

### Daily Hygiene Routines

- We will be reviewing hand washing procedures with all students at the beginning of the school year. We recommend you further **reinforce these same routines at home.**
- We encourage **singing of the ABC's or Happy Birthday two (2) times** in order to guarantee student are washing their hands for a sufficient amount of time.
- **Mrs. Petrucci outlines the hand washing procedures we will be teaching in the following [video](#).**
- While in school, **all students will either wash their hands or sanitize their hands prior to eating.**

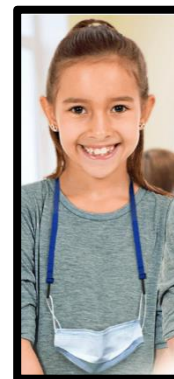
There are sinks and hand sanitizer stations in every classroom and throughout the school. Extra time is built into lunch schedules to ensure handwashing or sanitizing prior to eating and prior to going out for recess.

- **Videos from the CDC** on topics including hand hygiene, proper face covering procedures, social distancing, respiratory hygiene, and identifying symptoms have been compiled by our district nurses. These videos will be available in the coming days at our **district's website** under "Departments", in the **Health Services** tab.

### Face Coverings

Students and staff at Babylon Elementary School are required to **wear masks at all times while within our school building and on school grounds.** In addition:

- **Parents should send each of their children to school with at least two (2) masks every day.** One for your child to wear throughout the day and one to keep in their backpack as an extra.
- We have pediatric sized masks on hand in the event a child does not bring a mask from home or needs a replacement.
- We have purchased mask lanyards as pictured, with a breakaway strap, that will be available for student use at school. These mask lanyards will make it easy to facilitate mask breaks.
- **Mask breaks will occur at least once an hour or as determined necessary by the teacher.**
- Mask breaks will occur **outside** as often as possible.
- We will ensure that students are appropriately socially distanced for all mask breaks.
- Parents are expected to **wash masks at the end of each day.**
- During lunch and snack, masks will be stored in a clean brown paper bag on the child's lunch table or desk.
- Our school nurse, **Mrs. Petrucci explains mask etiquette in the following [video](#).**



## Hallway Procedures

Our hallways have been marked with a yellow stripe to indicate **two lanes of traffic**. Each lane has paws, that are either orange or black, to indicate the flow of traffic. These paws are aimed toward helping students move in the correct direction through the hallway while maintaining social distancing.



## Lunch and Recess

### *Lunch*

- Lunch will occur in either the cafeteria or the gymnasium.
- One (1) class will eat in the cafeteria and three (3) classes will eat in the gymnasium at each lunch period on a staggered schedule.
- Three (3) students will sit at each lunch table on a seat marked with an “X” to ensure appropriate distancing.
- Students who are buying lunch will have their lunch delivered to the spot where they are seated.
- Lunch tables and benches/chairs will be disinfected in between each lunch period.
- [Lunch Video](#)

### *Recess: Outdoors*

- Recess will occur outside, weather permitting, in four designated recess play areas.
- Children will stay with their class in their specified play area for the day.
  - Within the play areas, students will be taught a variety of games by the recess monitors and PE teachers.
  - Students will also have a choice of following the walking path that will outline each play area.
- The play structure will not be used.
- Parent volunteers, in partnership with our school staff, have designed and painted games for play on the blacktop. These include “play bubbles” and “the floor is lava” pathways that will be available for students who elect to play independently.
- Students will wear masks throughout their entire recess time to allow for free movement with peers.

### *Recess: Indoors*

- Students will remain in their classroom for indoor recess.
- Students will have access to their own individual manipulatives to play with during indoor recess time.
- Teachers continue to discuss creative ways for making indoor recess playful and enjoyable. Stay tuned for updates.

Thank you for your efforts in introducing your child to these new routines and for your attention to the health and safety protocols we all must follow for a safe school year. While these new procedures reflect changes to our traditional norms here at BES, abiding by these guidelines will offer a shining example to others of a community committed to the well-being of their children, their schools, and each other. It is a privilege to work in such a community and I look forward to another great year of learning and growing together at BES.

Sincerely,

A handwritten signature in black ink, appearing to read "Travis Davey". The signature is written in a cursive, flowing style.

Travis Davey  
Principal  
Babylon Elementary School