

# REOPENING PLAN

Baltimore Junior Academy's reopening plan for the new school year

2021-2022

**School Reopening Plan**  
**Allegheny Eat Conference Corporation**  
**Office of Education**  
**Reopening items for consideration**

**Planning and Organization**

1. Principal Johnson/Mr. Turner Plant Manager
2. Schedule Reopening: **BJA School Board/AECO/Principal**
3. Engage Health/Safety Authorities: **Admin. Assistant/Principal**
4. Monitor Activities: **Admin. Assistant/Principal/ Plant Manager**
5. Assign Staff Members to Assist with Reopening Activities: **Principal**
6. Coordinate Procurement of Supplies: **Business Manager/Admin. Assistant/Principal**
7. Report to BJA School the 3<sup>rd</sup> Monday of every month or as needed: **Business Manager/Principal**

**Pre-entry Building Preparations**

1. Conduct thorough inspection of building: **AEC/Principal/BJA Plant Manager**
2. Develop list of supplies needed: **Admin. Assistant/Business Manager/Principal**
3. Confirm supply vendors: **Admin. Assistant/Business Manager**
4. Train custodians on cleaning procedures: **BJA Plant Manager/Principal**
5. Conduct HVAC maintenance: **BJA Plant Manager/Principal/School Board**
6. Increase ventilation classroom: **Ordered Air Purifiers for Each Classroom**
7. Install contactless hand sanitizer dispenser: **Ordered and placed throughout the building.**
8. Purchase fogger disinfecting machines: **Ordered**
9. Steam clean carpeted areas: **Daily by Cleaning Crew**
10. Disinfect decor: **Weekly by Cleaning Crew**
11. Maximize space in the classroom: **Desk spaced 6 ft apart excess furniture removed from the classroom**
12. Plan isolation: **Principal/Admin. Assistant/Volunteer Nurse**
13. Placed signage in visible locations: **Social Distancing, Signs, Mask Wearing Signs, and Hand Washing signs placed throughout the building.**
14. Limit building access by visitors: **Parents and visitors will enter the building on NEED TO ENTER basis.**
15. Remove All Communal Water Supply

## Operational Considerations

1. Distance Learning: The 2021-2022 SY will be Hybrid model
2. In-person classroom instruction resumes with precautions: Monday, Tuesday, Wednesday, Thursday. (Friday will be set aside for 'Deep Cleaning')
3. Move Teachers not students between classes: Teachers will rotate classes
4. Discuss extra-curricular activities: Extra Curricular Activities have yet to be determined.
5. Stay Remote Ready: Because of our 1 to 1 ratio-with students and technology we are prepared to revert back to a 100% virtual platform if needed.
6. Establish community-based partnership: In Process
7. Develop a mental health support strategy for scholars: We've in the process of securing a trained health professional to service our scholars and families throughout the 2021-2022 SY
8. Brace for loss among key personnel and develop a succession plan: The AECOE/BJA School Board/AEC Office Of Human Resources and Administration will work in collaboration to fill any vacancies that may arise during the 2021-2022 SY.
9. Identify room for isolation of persons who show up to school sick: Students who report to school sick will be isolated and place in the school infirmary.
10. Provide PPE for all employees who conduct cleaning: PPE for cleaning crew has been ordered

## Steps to prevent the spread

1. Require facemask or face covering for everyone on campus at all times throughout the school day.
2. Maintain a supply of mask on hand for those who may show up without a facemask.
3. Encourage sick students and employees to stay home.
4. Educate students on the importance of proper hand washing
5. Train staff and students on how to keep safe.
6. Keep classrooms doors open for student to enter and exit without touching the door handles
7. Cleaning crew will disinfect high-touch services throughout the day
8. Classroom has been equipped with inferred heat thermometers regular temperature checks as needed.
9. Stickers promoting social distance have been placed on the floors throughout the building.
10. Disinfecting wipes or paper towels will be supplied to students to open their lockers.

11. Students will use the gym and rear parking lot to promote safety through social distancing.
12. Keep attendance records for effective contract tracing.

### **Cafeteria**

1. Students will eat in the classroom during the 2021-2022 SY

### **Communication**

1. YouTube Videos will be shown on classroom monitors twice a week to encourage and promote health and safety during this season of COVID
2. Had two Town Hall meetings to outline reopening plan for the 2021-2022 SY
3. Use various social media platforms to both promote and update our parents on the daily preparation made to ensure the safety and wellbeing of their scholars during the upcoming 2021-2022 SY.
4. Create a calendar that aligns with the AECOE Calendar to keep parents, students, school board, and stakeholders informed important events scheduled for the year.

### **Transportation**

1. When on field trips we will limit the numbers of passengers on the bus to ensure social distances.
2. Students from the same household would be allowed to sit together.
3. While on school sponsored field trips, scholars will be required to wear mask or a face coverings.
4. Masks will be provided for students who report to school without one.



Closure of communal areas



Desk shields



Office shields



Teacher desk shields



1:1 ratio with technology



Student masks



Signs