



CLASSICAL
CHARTER SCHOOLS

Re-Opening Handbook
2021-2022

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Vision & Principles

This document is the centralizing document that outlines systems related to Classical's re-opening plan for 2021-2022. As in 2020-2021, we are committed to Safety, Equity, and Excellence as our guiding principles for re-opening.

Safety

Safety continues to be our priority going into 2021-2022. Classical will follow the most up-to-date guidelines from the Centers for Disease Control and Prevention (CDC), and the Departments of Health and Education regarding a safe school re-opening. We are *layering prevention strategies* this year to protect our scholars, families, and staff.

Equity

Our commitment to providing all scholars and families with an equitable learning experience during this challenging time remains a critical component of our reopening plan. Below outlines some key components of this commitment:

- Social Skill Groups
- Crisis Counseling
- Family Meetings
- Return to Onsite Learning for All and of Busing

Excellence

We are only offering in-person learning this year because we believe it to be best for scholars and families. After over a year of remote or shifting learning environments, our scholars deserve stable, supportive, and productive face-to-face relationships with their teachers and friends. Further, our families wish to return to work, which was challenging while we were fully or temporarily remote. Lastly, we honor our daily promise: to develop liberated scholars and citizens of impeccable character.

Health and Safety Features

Our primary concern is having all scholars return to in-person learning safely. Following CDC guidance, we are focused on layering prevention strategies to keep our community safe. Our primary safety measures include social distancing, screening and containment, masks and PPE, cleaning and disinfection, ventilation, vaccination, testing, and monitoring community transmission. All features are subject to change based on the most up-to-date guidelines from local authorities and the CDC.

Masks and other Personal Protective Equipment (PPE)

- Masking remains one of the most effective prevention strategies for COVID-19. The CDC recommends universal indoor masking in school settings. As such, all Classical staff, visitors, and scholars must wear face masks while school is in session and scholars are in the building. Vaccinated staff members can opt not to wear their mask when scholars are not in the building.
- The CDC recommends mask wearing in crowded outdoor settings or during activities that involve sustained close contact with other people outside. As such, during outdoor arrival and dismissal, all staff should wear masks.
- Scholars are required to wear a face mask while at school. Whether or not a mask is correctly and consistently worn affects the current closure triggers, thus, it is important to follow the guidelines below.
 - While scholars are with their homeroom cohort (in their homeroom with their homeroom peers and teacher), they should wear their masks except for:
 - Scholar water breaks. Scholars may take off their mask for water breaks while with their homeroom.
 - Scholar snack and mealtime. Scholars may remove their masks to eat snack or lunch in their homerooms.
 - If scholars are in their homeroom but not with their homeroom cohort (for example, if they are in a leveled Math group in their homeroom but with scholars from across their grade) then they cannot take water or mask breaks unless there is an emergency.
 - While outside of their homeroom, scholars are expected to wear their mask the entire time correctly and consistently, except for the following exceptions:
 - Lunch. In the cafeteria for lunch, scholars can remove their masks to eat.
 - Outdoor Recess. While outside, like in recess, scholars can remove their mask.
 - Fitness. During fitness, scholars can take water breaks.
 - Emergencies. If the scholar is having an emergency and needs a water break but is outside their homeroom group (and not in one of the categories above), they should step into the hallway briefly.
- An extra supply of blue surgical masks is available in each classroom. Masks are available for scholar and staff use; however, all are encouraged to bring their own masks. To the extent staff or scholars bring their own masks, they may bring any type of face covering as [approved by CDC](#). [Clear masks](#) are available to K-1 teachers and Speech & Counseling staff to support phonics instruction and other services.

Social Distancing

- The CDC recommends schools maintain at least 3 feet of physical distance between scholars within classrooms. When this is not possible, they emphasize the importance of layering prevention strategies. Maintaining 3 feet of physical distance from others is a recommendation, not a requirement, and cannot always be ensured. To the extent possible, we are following that guidance. Desks are spaced across classrooms, and efforts will be made across the day to maintain a safe distance.
- [A clear panel barrier](#) is available to classroom teachers as an option to set-up a conferring table to minimize exposure during independent practice.

Screening and Containment

- A daily screening questionnaire is no longer required; however, staff, scholars, and any visitors cannot enter the building if any of the following are true:
 - They test positive for COVID-19 (either first instance or after 90 days from first instance.)
 - They are a confirmed close contact of a COVID-19 positive individual and are unvaccinated.
 - Vaccinated people do not need to quarantine if they are exposed to a COVID-19 positive individual but are encouraged to get tested 3-5 days from exposure.
 - They are experiencing new symptoms of COVID-19 (loss of taste and smell, fever over 100°F, a new cough, shortness of breath.)
- All scholars have their temperatures checked daily. Those with temperatures above 100.0°F are not allowed to enter the school building. Thermometers will also be available in each classroom to be used by staff in case a scholar or staff member needs to have their temperature taken during the day.

Cleaning and Disinfection

- Custodians disinfect classrooms daily in the evening.
- School Directors are in close contact with custodial services to outline and reaffirm adherence to all safety and cleaning protocol. School Directors will follow-up immediately in the event of inadequate cleaning with Operational staff supporting, as necessary.
- Cleaning supplies are available to all staff in a central location within each school-site.
- All teachers and staff should support scholars in the development of handwashing and respiratory etiquette by teaching and reinforcing the following:
 - Handwashing:
 - When should I wash my hands?
 - After arriving to school
 - After coughing or blowing my nose
 - Before making or eating food
 - After using the restroom
 - Tips for handwashing:
 - Soap and water is best – but hand sanitizer is better than not at all!
 - When washing, wet, soap, scrub for at least 20 seconds, rinse, and dry.
 - Respiratory Etiquette
 - Cover your nose and mouth with a tissue when sneezing. If you don't have a tissue, use the crook of your elbow.
 - Dispose of your tissue.
 - Wash your hands afterwards.

Ventilation

- At co-located buildings (SBC I and SBC II), all rooms must have windows and doors open, where possible, to increase ventilation with outdoor air. If internal room temperatures fall below 65 degrees, the School Director will notify staff and scholars and staff will be permitted to wear additional layers, including jackets or coats. The Mayor has [pledged to provide all public schools](#) with air purifiers at the beginning of the 2021-2022 school year.
- At private buildings (SBC III and IV), the central circulation system is on all day with MERV-13 filters to increase ventilation.

Vaccination and Testing

- Until FDA approval, staff are encouraged, but not required to get vaccinated. All unvaccinated staff members will be tested for COVID-19 onsite weekly through the week of September 13, 2021. Any unvaccinated staff member who misses their onsite COVID-19 test is required to get tested outside of work and submit a copy of their test results to Human Resources (HR) and their School Director (SD) by Friday. From the week of September 20, 2021, until FDA approval and subsequent vaccination, all unvaccinated staff must get tested weekly outside of school and submit their test to HR.
- Once the FDA approves any of the COVID-19 vaccines, all staff will be required to get vaccinated, receiving the first shot within 10 days of the FDA announcement.
- Vaccinated staff will not be tested onsite weekly but are encouraged to be tested outside of school as needed.
- Any fully vaccinated individual must complete [this form](#) as soon as they receive their second vaccination dose. Administrators use this information, consistent with applicable laws, to inform prevention strategies, contact-tracing, and quarantine.
- Staff are considered vaccinated two weeks after their final vaccination dose (2nd for Moderna and Pfizer, 1st and only dose for Johnson & Johnson.)

Monitoring Community Transmission

We will continue to monitor COVID-19 transmission rates in our school communities across the year and use that information to inform our layered prevention strategies. Adult vaccination rates are important for protecting children under 12 who cannot be vaccinated. We are looking into a vaccination campaign for our families and community to promote vaccination and provide information for all.

Determining Close Contacts and Quarantining

Contact tracing is the process of determining the close contacts of individuals with COVID-19. School Directors conduct contact tracing. Contact tracing explores all possible contacts within 2 days of the onset of symptoms of the COVID-19 positive individual or the date of the positive test, whichever is first.

K-12 Scholars

Exposure Within School

If a scholar is exposed to a COVID-19 positive individual, whether they are considered a close contact depends on the consistency of mask usage, distance from exposure and amount (time) of exposure.

If exposure occurs in a space where masks were worn correctly the entire time, then:

- Scholars who were within 3 feet of a positive case for 15 or more minutes are considered close contacts and must quarantine.
- Scholars who were within 3 feet of a positive case for fewer than 15 minutes are not considered close contacts and do not quarantine.
- Scholars who were more than 3 feet away from a positive case (regardless of the amount of time) are not considered close contacts and do not quarantine.

If exposure occurs in a space where masks were inconsistently worn (such as during meals, snack, mask breaks), then:

- Scholars who were within 6 feet of a positive case for 15 or more minutes are considered close contacts and must quarantine.
- Scholars who were within 6 feet of a positive case for fewer than 15 minutes are not considered close contacts and do not quarantine.
- Scholars who were more than 6 feet away from a positive case (regardless of the amount of time) are not considered close contacts and do not quarantine.

Consistency of Mask Usage	Distance from Exposure	Amount of Exposure	Action
-	-	Fewer than 15 minutes	Not a close contact, does not quarantine
-	Outside of 6 ft	-	Not a close contact, does not quarantine
Masks correctly and consistently worn	Between 3 – 6 ft	-	Not a close contact, does not quarantine
	Within 3 ft	Greater than 15 minutes	Close contact; must quarantine*
Masks incorrectly and/or inconsistently worn	Within 6 ft	Greater than 15 minutes	Close contact; must quarantine*

*If the scholar is vaccinated, they are considered a close contact, but do not need to quarantine. They are encouraged to be tested 3-5 days from exposure and monitor for symptoms.

All scholars who are determined to be close contacts will learn remotely for the duration of their quarantine.

Siblings

- Scholars who live in the same home as scholars who are close contacts and are required to quarantine must attend school.
 - For example, if a 1st grader is deemed a close contact and must quarantine, their 6th grade sister must still attend school onsite as she is not a close contact.
- Scholars who live in the same home as COVID-19 positive scholars are deemed close contacts and must quarantine.
 - For example, if a 7th grader tests positive for COVID -19, any other scholar who lives with that scholar is a close contact and must quarantine.

Exposure Outside School

If a scholar is a confirmed close contact due to an exposure outside of school, they must follow quarantine guidelines. A doctor's note must be provided in this instance (either a positive test result of the COVID -19 positive household member or a doctor's note stating that the scholar is a close contact.)

Staff & Other Adults (*any non-scholar*)

If an adult is exposed to a COVID-19 positive individual, whether they are considered a close contact and are required to quarantine depends on their vaccination status, distance from exposure and amount (time) of exposure. The consistent usage of masks in a space is **not** a factor in determining close contacts for staff.

Vaccinated Staff

- Regardless of the distance from exposure or the amount of exposure, if a staff member is vaccinated, they are not considered a close contact after exposure and do not quarantine. They should, however, get tested 3-5 days from the exposure and monitor for symptoms.

Unvaccinated Staff

- If an unvaccinated staff member is exposed to the positive individual for fewer than 15 minutes, they are not considered a close contact and do not quarantine.
- If an unvaccinated staff member is further than 6 feet away from the positive individual for any length of time, they are not considered a close contact and do not quarantine.
- If an unvaccinated staff member is within 6 feet of the positive individual for 15 minutes or longer, they are considered a close contact and must quarantine.

Vaccination Status	Distance from Exposure	Amount of Exposure	Action
Vaccinated	-	-	Close contact, but does not quarantine
Unvaccinated	-	Fewer than 15 minutes	Not a close contact, does not quarantine
Unvaccinated	Outside of 6ft	-	Not a close contact, does not quarantine
Unvaccinated	Within 6 ft	Greater than 15 minutes	Close contact; must quarantine

Exposure Outside School

If a vaccinated staff member is a confirmed close contact due to an exposure outside of school, they do not need to quarantine. They should, however, get tested 3-5 days from the exposure and monitor for symptoms.

If an unvaccinated staff member is a confirmed close contact due to an exposure outside of school, they do need to quarantine. See quarantining guidelines in the next section.

Communication After Contact Tracing

- All close contacts will be contacted by their School Director after an investigation. This communication will include next steps and any important context. It will not include specifics, like the identity of the COVID-19 positive person.
- All staff will be notified of a positive case even if they are not deemed a close contact, as well as general information about closures.
- School Directors will send messages to affected families and staff simultaneously. Any co-located schools should also send messages simultaneously (ex. SBC 4, 2B).
- This message will specify how staff should contact School Directors with concerns and within what time frame they can expect a response.

Quarantine Requirements

Confirmed Close Contact

Staff

If an unvaccinated staff member is a confirmed close contact of someone who has tested positive for COVID, the staff member will need to quarantine for 7 days from the date of exposure and will be allowed to return to the building on day 8 if the staff member has no symptoms and has received a negative COVID test taken in the last 48 hours.

Unvaccinated staff will not be able to work remotely while quarantining as we will not be running a remote school program. Unvaccinated staff will be required to use their PTO days while quarantining. Once the eight available PTO days are used, unvaccinated staff will need to log LWOP days for the remainder of the quarantine.

Vaccinated staff are not required to quarantine after COVID-19 exposure.

K-12 Scholars

If a K-12 scholar is a confirmed close contact to someone who has tested positive for COVID, the scholar will need to quarantine for 7 days from the date of exposure and will be allowed to return to the building on day 8 if the scholar has no symptoms and has received a negative COVID test taken in the last 48 hours. If, when tested, the scholar is positive, they should follow the procedure listed below for receiving a positive COVID test. If a scholar does not get tested within the time frame, they will not be allowed to return to the physical school building until 10 days from the date of exposure. Unless there are extenuating circumstances, the additional 3 days will be marked as unexcused absences from school.

Positive Covid Test

Staff & K-12 Scholars

If, in the past 10 days, a staff member received a lab-confirmed positive result from a COVID-19 diagnostic test that was either their first positive result or was **after 90 days** from their previous diagnosis date, then they must follow the following actions.

Regardless of vaccination status, the staff member must quarantine for 10 days from first symptoms or the date of the positive test, whichever came first. The staff member can return to the building on the 11th day if any symptoms (excluding loss of taste or smell as these can take much longer to resolve) are improving and they have experienced no fever for at least 24 hours without the use of fever-reducing medication.

- If the staff member is vaccinated and able to work, then they will be allowed to work remotely for the duration of their quarantine period. Remote tasks will be assigned. If the staff member is not able to work due to illness, then they should use PTO for those days as they would with any other illness.
- If the staff member is unvaccinated, then they must use their remaining PTO days for the quarantine period. After all, 8 PTO days are exhausted, the staff member must use LWOP for the remaining days. Unvaccinated staff will not be able to work remotely while quarantining as we will not be running a remote school program.

Presents with COVID-19 Symptoms (not confirmed case)

Staff

If any staff member has new symptoms of COVID-19 (shortness of breath, new cough, loss of taste/smell, fever above 100.0°F), they are not allowed into the school building. All staff must take the actions listed below:

- Regardless of vaccination status, COVID-19 symptomatic staff must get a rapid COVID-19 test and report their results to their School Director and HR by no later than 10am. If the symptoms start in the middle of a workday, then the staff member should consult their School Director to find the designated rapid testing center nearest their school for a test.
- If the test is negative, then the staff member can either use their PTO to take time off work if they are too ill to work or return to work by 11am. The testing related absence is excused until 11am. If the staff member does not get tested by 10am, they must enter PTO for the day, regardless of their vaccination status.
- If the test is positive, then the staff member must follow the quarantine requirements for a [positive case](#) listed above.

Scholars

If any scholar has new symptoms of COVID-19 (shortness of breath, new cough, loss of taste/smell, fever above 100.0°F), they are not allowed into the school building. Scholars must take the actions listed below:

- Scholars must get a COVID-19 test as soon as possible and send the results to the school.
- Scholars will be allowed to transition to remote until their test results come back but must submit proof of their test.
- If the test is negative, then the scholar can either take an absence from school due to illness or return to school in person. With a doctor's note, this absence would be marked as excused. Without a doctor's note, this absence would be marked as unexcused.
- If the test is positive, then the scholar member must follow the quarantine requirements for a [positive case](#) listed above. If a scholar is feeling unwell and unable to join school remotely, they can take a remote absence, which would be excused with a doctor's note.

Travel (Domestic and International - Staff, Scholars, and Families)

As of June 25, 2021, the New York State Travel Advisory is no longer in effect. All staff members and families are encouraged to follow the CDC recommendations for travel. Recent travel alone does not affect a staff member or scholar's ability to enter the school building.

When to Get a Covid Test

K-12 Scholars & Staff

K-12 scholars & staff should get a test if:

- They have [new symptoms of COVID-19](#) (shortness of breath, new cough, fever over 100°F, loss of taste/smell).
- If they are unvaccinated and have been exposed to a COVID-19 positive individual.

K-12 scholars & staff **can, but are not required** to get a test if:

- They have symptoms that are not specific to COVID-19.
- They have been exposed to COVID-19 and are fully vaccinated.
- They have recurrent symptoms of COVID-19 but were previously diagnosed with COVID-19 within the last 90 days and have met the requirements for safe return to school/work.
- They have recently returned from travel (note for international travel, a negative COVID-19 test is required for entry into the US.)

Documentation

All staff test results should be sent to their School Director and HR.

All scholar test results should be sent to Operations. Scholars must provide documentation so that they can transition to remote learning. Without documentation, scholars will not be able to learn remotely.

Event	Type of Documentation Required	Length of Remote Learning
Scholar Tests Positive for COVID-19	Positive COVID-19 Test	10 days from first symptoms or the date of the positive test, whichever was first
Scholar Presents with COVID-19 Symptoms, Awaiting Test Results	Proof of test appointment	Until test results are returned.
Scholar's household member is COVID-19 Positive	Proof of Household Member's Positive COVID-19 Test	7 days. Scholar should return to onsite learning on the 8 th day (must provide negative COVID-19 test within 48 hours of 8 th day.) If a test is not taken, the remaining 3 days of required quarantine are marked as unexcused absences.

Designated Testing Locations

Each School Director will provide information for the nearest rapid testing center to their site. If testing is required during the school day, staff should use designated location. If testing is required outside of school hours, then the result must be sent to HR and the School Director by 10am.

Transitions to Remote Learning

Attendance

The following attendance policy will be used for scholars who must quarantine and learn remotely.

- Present for all classes: Present (P on Jupiter)
- Misses 1-3 classes: Late (T on Jupiter)
- Misses 4 or more classes: Absent (A on Jupiter)

Teachers should write “Remote Learning” in the comments and make note of the classes missed on the attendance log of Jupiter for record keeping purposes.

Missed Assessments

All assessments, including Running Records, must be taken onsite. If a scholar misses an assessment due to needing to quarantine, they will need to make the test up upon their return to school.

Logistics of Remote Transitions

Each school is handling any transitions to remote learning on a case-by-case basis this year. Depending on the situation, either livestreaming or remote teaching will be required.

Zoom Licensed Accounts

All GTLs, School Directors, and Deans will retain licensed zoom accounts in the event that there is an unexpected transition to live-streaming or remote learning.

Modifications to the School Day and Year

School Events

Annual Events & Workshops

For the first trimester, annual events and workshops, such as Back to School Night and Parent Academy, can either be remote or onsite. This will be determined by the total number of participants and current covid rates, and thus, may vary by school. This policy will be revisited for the second trimester.

Report Card Day

For the first trimester, Report Card Day will remain remote. This policy will be revisited for the second trimester.

Staff Only Events

Staff Only events are back this year! We are excited to come together as a school community. While at school sites, all guidance regarding masking should be followed.

After-school Clubs and Activities

After school clubs and other extracurriculars are an important part of a school community, and benefit scholars social, emotional, and mental health. These types of activities can resume this year at the discretion of the School Director and Deans with the following caveats:

- If the activity or club is onsite, it must be structured in such a way that there cannot be close contacts. If the activity does not require mask breaks, then scholars must be 3 feet apart at all times, and unvaccinated adults must be 6 feet apart. If the activity does require mask breaks (like an athletic club), then scholars must be 6 feet apart at all times, and unvaccinated adults must be 6 feet apart.
- Clubs can be hosted remotely, if preferred. If so, there are no restrictions to capacity or social distancing.
- Higher risk activities (such as close contact sports, indoor sports, band, choir) can take place in homeroom cohorts during the day (such as during fitness or music class) but are not yet advisable for afterschool clubs. Please seek guidance from your School Director or Dean about which activities are considered “higher risk.”

Professional Development

All staff Professional Development sessions are onsite this year.

Team Meetings

All team meetings should take place in person; however, the following requirements must be met:

- If there are any unvaccinated team members, then all staff must be 6 feet away from one another during meetings. Once a team is fully vaccinated, they can disregard this physical distancing rule.
- If any staff member is unvaccinated, they must wear a mask the entire time.

Classroom Seating Charts

Distance from a Covid positive person is a key factor in whether scholars need to quarantine and transition to remote. It is crucial that each classroom has a recorded seating chart to aid in contact tracing. As a general rule of thumb, scholars should stay in their assigned seats so that we can ensure all close contacts are correctly identified.

Monitoring Mask Compliance

Scholars are only permitted to take a mask break while with their homerooms, at fitness, while outside, or while in the cafeteria for lunch. Scholars may not remove their masks in small groups, leveled grouping classes, or any other time that they are not in the previously listed location, unless they are experiencing an emergency.

Daily Procedures

While daily procedures such as bathrooming, arrival and dismissal, mealtimes, transitions, rugs, and busing will be affected by our safety measures, they will vary by school site. School Directors will be working with GTLs, Deans, ICs, and Ops to determine how to best meet the requirements given the unique factors at each school.

Busing

We will have busing this year. Details will follow once busing is set up. Safety principles, such as masking, apply to busing. Social distancing is not required nor possible on buses (as per CDC); however, a seating chart should be kept in order to aid contact tracing. Masks must be worn at all times on buses.

Scholar Services

Quarantined Staff

In the event an SST staff member is required to quarantine and cannot be on-site, staffing will be adjusted to ensure scholars receive mandated services. Options when adjusting staffing including having the other provider in the building provide services or offering services to on-site scholars via Zoom.

IEP and 504 Meetings

IEP and 504 meetings will occur virtually subject to further guidance from the Department of Education.

Outside Providers

Any contract agencies, including OT, PT, Hearing Services, Paraprofessionals, and counselors, must complete a temperature check upon entering the building. All Outside Providers, regardless of vaccinations status, must wear a mask during their entire visit to Classical. If the Outside Provider is not fully vaccinated, they will need to provide a negative COVID-19 test weekly.

Visitors & Network Staff

Families & Other Visitors

We are excited to welcome families back to our school buildings this year! Any visitors, including families, contractors or vendors, food services, deliveries, or copier repairs, must complete a temperature check upon entering the building. All visitors, regardless of vaccinations status, must wear a mask during their entire visit to Classical. A log should be kept in the main office of visitors to aid in contact tracing. As with staff and scholars, visitors cannot enter the school building if they have tested positive for COVID-19, have COVID-19 symptoms, or are a confirmed close contact of an individual with COVID-19.

Interviews

All interviews are conducted remotely until further notice.

Network Staff

We are excited to be able to increase collaboration amongst school-sites and welcome network employees back into our buildings for the upcoming year. Vaccinated staff are welcome to travel between school buildings freely. Unvaccinated school-site staff are only able to enter one school building per day. Unvaccinated remote network staff are only able to enter a school building after submitting a negative COVID test taken within the last 48 hours.

Signage

Appropriate signage instructing staff and scholars is prominently placed across each school site. Signage includes reminders to staff and scholars to:

- Stay home if they feel sick.
- Cover their nose and mouth with an acceptable face covering when unable to maintain social distance from others or in accordance with any stricter policy implemented by the school.
- Properly store and, when necessary, discard PPE.
- Adhere to social distancing instructions.
- Report symptoms of, or exposure to, COVID-19.
- Follow hand hygiene, and cleaning and disinfection guidelines.
- Follow respiratory hygiene and cough etiquette.

Appendix A: Classical Charter School's Vaccine Requirement

Classical Charter Schools is at a 83% vaccination rate as of August 16, 2021. We passionately urge all staff to receive the vaccine in order to protect their own safety and the safety of our school communities. Moving toward a fully vaccinated staff will be vitally important to keep our community safe, and instill confidence in our fellow staff members, families, scholars, and others within the Classical family that our facilities are as safe as they can be while COVID-19 is still prevalent.

Moving toward a fully vaccinated staff will also be essential for minimizing the risk of closure triggers in order to maximize the in-person learning time for scholars. Our scholars have been without continuous in-person instruction since March 2020—an unprecedented (and hopefully never to be repeated) amount of time to be out of the school building. We are very proud of the remote learning programs that we implemented since March 2020, but it's no substitute for full-time in-person instruction for all our scholars. The extended absence from our school buildings has affected all scholars in profound ways, and our scholars with learning differences even more so. It's chilling to consider how little time that our K-2 scholars have spent in a physical Classical classroom. As a result of this extended time out of our facilities, we want to provide the safest, most equitable, and best in-person learning experience for our scholars this coming fall with minimal disruption. Because vaccinated individuals don't have to quarantine, a fully vaccinated staff means that we can operate school five days a week at normal staffing levels without the major staffing interruptions we've experienced for the past 16 months, from positive COVID-19 cases and ensuing quarantines.

As we have seen over the past few months, the vaccine has truly given society the upper hand over the virus that has ravaged our communities and we embrace it as the way to safely and effectively return to the in-person school experience we were able to provide to our scholars before the Pandemic.

Classical Charter Schools will begin the year highly encouraging all staff to be vaccinated. To incentivize all staff to urgently receive the vaccine, **Classical Charter Schools will give a \$200 bonus to all staff members who are fully vaccinated by Monday, September 20th**. Individuals are considered fully vaccinated 2 weeks after their second dose of the Pfizer-BioNTech or Moderna COVID-19 vaccines, or 2 weeks after the single-dose Johnson & Johnson's Janssen COVID-19 vaccine. To be eligible, staff must submit a copy of their CDC vaccination card or Excelsior Pass screen-shot to Human Resources for verification by Monday, September 20th. Details for how to submit your proof of vaccination will be emailed by HR in August.

Vaccine Type	Dose One Deadline	Dose Two Deadline	Fully Vaccinated
Moderna	Monday, August 9 th	Monday, September 6 th	Monday, September 20
Pfizer-BioNTech	Monday, August 16 th	Monday, September 6 th	Monday, September 20
Johnson & Johnson	Monday, September 6 th		Monday, September 20

Classical Charter Schools will require the COVID vaccine for all employees once the vaccine receives full approval from the Food and Drug Administration. The specific timeline for full approval is not yet known but it is expected to be approved sometime this fall. Once full FDA approval is granted, Classical Charter School employees will have 10 business days to schedule an appointment for their first dose of the vaccine. Following New York State law, employees will be granted up to 4 hours of excused leave per injection that will not be charged against PTO or LWOP days.

Limited exemptions from this requirement will be granted for those with a sincerely-held religious belief or medical condition. Additional information on the process for requesting an exemption will be shared once the vaccine is fully approved. Please note, these exemptions will be highly limited and aligned with state and federal laws.

2021-2022 COVID Health and Safety Policies

To prepare for the 2021-2022 school year, we have updated our COVID health and safety policies to align to current state and CDC guidelines. We anticipate these policies will continue to be updated in upcoming months as vaccinated numbers continue to increase. Additionally, more major policy changes will occur once the vaccine is required and we have a 100% vaccinated staff.

- During staff-only events held at locations outside of the school buildings, vaccinated and unvaccinated staff will be able to follow the guidelines shared by the venue.