



ISLAMIC ACADEMY
OF SOUTH JERSEY

أكاديمية سوث جيرزي الإسلامية

COVID-19 Return-to-School Guidelines

Islamic Academy of South Jersey

August 29, 2021

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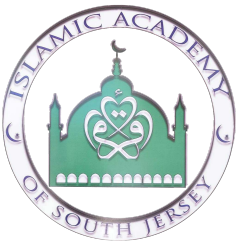
Face Coverings

1. Every student and staff member need to have a face covering. If they are not able to get one, the school should provide. Everyone must wear the face masks all day except when eating, making wudu, playing outside socially distant (6ft or more), or during PreK/KG nap time.
2. School will provide face coverings.
3. Teachers who teach reading in early childhood could wear face shields. Seeing the teacher's face for phonological cues can be helpful to the learner in one-on-one close contact. A similar dispensation applies to Arabic and Qur'aan teachers.
4. Proper signage should be posted in and around places where face coverings are required.
5. At the discretion of the school, disposable facial coverings will be provided for people who arrive that are unaware of the rules. No one will be allowed in the building without a face mask.
6. The parents are responsible for providing their children with masks. The students are to be clean, a solid color. or patterned mask with, preferably, the child's full name and grade indicated on the mask. It is also preferable for staff to have one's name on one's mask. Parents are to wash the cloth mask regularly. If a child wears a disposable mask to school, the parents are to discard the mask daily and provide a fresh disposable mask . If a student's or staff member's mask breaks or becomes unwearable, the school will provide a replacement, disposable mask.
7. If funding allows, the school will provide complementary masks to the students.



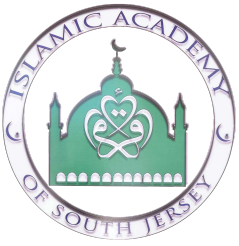
Drop-off Procedures

1. Park the car in the parking lot and walk up to the school main door.
2. A school staff member will check each child's temperature by the main office prior to entry.
3. If a child has a temperature of 100F or more, the child must return home.
4. The school staff member will ask a few health certification questions. If any of the answers are yes, the child must return home and possibly remain under quarantine for 14 days unless a medical documentation is provided to state that the child does not have COVID-19. Then, the child must remain home until the symptoms subside.
5. Students are to wear their masks and use the hand sanitizer upon entry, at the school lobby entrance.



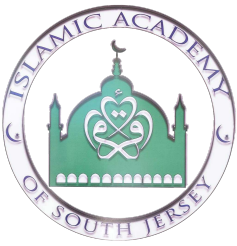
Visitors and Volunteers

1. Visitors and volunteers will not be allowed in the building unless it is necessary.
2. Keep accurate records of visitors and volunteers, especially in case contact tracing is needed.
3. Parents will not be allowed in the building unless necessary or specifically invited.
4. During the first two weeks of school Pre-K/KG parents are allowed to walk their children into the building and to the class entrance only if needed to calm a child. The parent must then leave immediately afterward.
5. Whenever possible, parents can have conferences with staff or administration via phone or Zoom.



Cleaning Supplies/Sanitation

1. Every classroom, room, and hallways in the school will be supplied with sanitizer and disinfecting wipes.
2. The maintenance staff will regularly sanitize during the frequently used areas. Classroom will be sanitized daily.
3. Parents will provide personal hand sanitizer, as found on the supply sheets.



School and Classroom Entrances

1. Staff will be assigned by the door. The door should be wide open, so students do not touch the handle during arrival and dismissal.
2. When entering the school, students, staff, and visitors will use the wall dispenser hand sanitizer.
3. After entering the classroom, students will go directly to their classrooms, not to the morning assembly in the hallway by the main office; it will be conducted over the intercom system.
4. Students will keep their bags with them by their desks and not use the school lockers, except in specific, socially distanced circumstances.



In the Classroom

1. Have the teacher in front of the class and walk around between the students. All teachers should have mask, face.
2. Whenever possible, teachers should grade all the assignments in school and not take them home.
3. Students should limit moving in the class and in the halls. It is preferred to have the teachers to move, not students, for elective classes. Use the home room or first period class as home base.
4. Possibly keep several windows open for air circulation, weather provided.
5. Consider looking into air purifiers/air filtration for the classroom.
6. Spray bottles of cleaning disinfectant, hand sanitizer, and disinfectant wipes must be readily available in each classroom and shared spaces for use throughout the day. Common surfaces in shared spaces (e.g. office, bathrooms, stair handrails etc.) should be cleaned multiple times per day.



In the Classroom, Continued

7. Frequently clean and disinfect commonly touched surfaces daily. Including desks and door handles.
8. If a shared classroom is used for special classes must be thoroughly clean before the room can be used.
9. Students are not to share personal items.
10. Classroom supplies, books, etc. are to be sanitized after each student uses them.
11. Classroom desk are to be cleaned at the end of each day and before students enter the classrooms if the rooms were used on the weekends or after school hours.
12. Teachers may also provide mask breaks; especially for elementary students, in which students may go to either the school courtyard or near the park area to get some fresh air, stand apart and take off their masks for a few moments of fresh air.



Hallways

1. Limit students walking between class periods.
2. Water fountains should only have water bottle access, whenever possible, and not drink from the sprout
3. Have hand sanitizer in the hallways.
4. When possible, Keep all classroom and hallway doors open to eliminate the need to use door handles. Be mindful of fire code and student safety when determining whether to keep doors open.



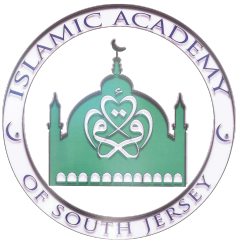
Restrooms

1. Bathroom capacity should be restricted to three students or fewer depending on the number of stall and available sinks. Students should wear masks and remain socially distant while in the bathrooms.
2. A sign should be posted that states the rule and restrictions of the bathroom.
3. It is highly recommended to have assigned time to use the bathroom instead of allowing students to choose.
4. The custodian is to regularly sanitize the bathroom and water fountain, and highly used areas throughout the day.



Snacks

1. PreK, KG, and other elementary students will eat their snacks from home in the classroom.
2. Garbage will be thrown in a systematic way. No crowding of students by the garbage can.
3. Snacks should not be shared. Food and drinks should be covered when not being consumed.



Lunch

1. Students will eat lunch in the classrooms only.
2. Garbage will be thrown in a systematic way. No crowding of students by the garbage can.
3. Lunch should not be shared. Food and drinks should be covered when not being consumed.



Recess

1. The elementary homeroom classes will have recess scheduled during different times to better enforce social distancing outside and to maintain separation.
2. Students may play on the playground play sets provided that sanitization can be maintained.
3. Students may play with sports equipment if sanitization can be maintained before and after using it.
4. Students are allowed only to do non-contact physical activities.
5. Students are required to wear mask when recess takes place anywhere indoors. In this scenario, students are to maintain social distancing and not to overexert themselves while wearing mask.



Fever or Other Symptoms

1. Any child or staff member who develops signs and/or symptoms of illness while at school will be sent to the office staff and separated from other children and quarantined in designated and well-ventilated rooms, preferably, the Principal's office. Parent/ Guardians will be required to pick children up from school immediately.
2. If a child's temperature is 100F or higher, the office staff will call the parents to pick up the child.
3. Limit the child from moving through the room and building. After child is picked up have parents wait 72 hours to see if fever goes down and remain down without fever-reducing medication.



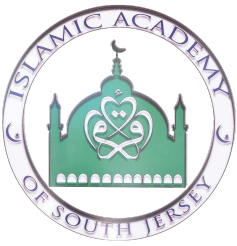
Fever or Other Symptoms/Quarantine

1. Student should see a doctor to assess symptoms and/or administer a COVID-19 test.
2. If a doctor diagnoses that the symptoms are not related to COVID-19, the parents must provide medical documentation stating this and keep the child at home until the symptoms clear up.
3. Parent should be encouraged to read the CDC guidance for caring for oneself and others.
4. If a child tests positive for COVID-19, one must remain at home for 14 days until symptoms subside. They must provide a doctor's note or the documented COVID-19 test results before being allowed to return to school.
5. If a child tested negative for COVID-19, they should remain at home until symptoms disappear. They must provide a doctor's note or the documented COVID-19 test results before being allowed to return to school.
6. If a child tests positive for COVID-19, all students or staff members that he or she encountered will be required to quarantine for at least 14 days or until they are confirmed negative.



Wudu

1. Teachers will arrange times for the students to make wudu as a class.
2. Individual students are to make wudu after using the restroom.
3. Classroom sinks are available in several classrooms to assist students in making wudu.
4. Students are to put on masks immediately after making wudu.
5. Parents are to encourage their children to be in wudu before arriving to school, which is sunnah to try to be in wudu throughout the day.
6. A maximum of two students at a time are allowed at the bathroom sinks.
7. Advise students not to wait until prayer time to make wudu.



Dhuhr Prayer

1. Teachers will guide students to the prayer area and will maintain social distancing.
2. Students will pray in areas directed by the teachers or principal.
3. Students will maintain social distancing in the prayer areas.
4. Parents are to provide a prayer rug for each child with the child's full name and grade on it. The prayer rug will remain at the school unless it is taken home to be cleaned. Parents must be notified if the prayer rug will be taken home to be cleaned.
5. Student's will place their shoes in a nylon bag which will have the child's full name and grade level on it. The bag's title will be Student Prayer Shoe Bag. The bag rug will remain at the school unless it is taken home to be cleaned. Parents must be notified if the prayer rug will be taken home to be cleaned.



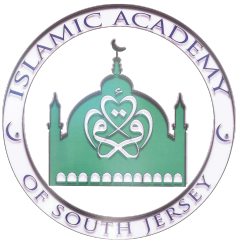
Office

1. Office phones should only be used by designated individuals.
2. Visitors are to conduct business at the office window whenever possible.
3. Social distancing must be maintained in the office.
4. No more than four staff, students, or visitors in the office at a time, separate from the office staff.
5. Any sick students or staff are to sit in a specially designated area in the Principal's office until the individual leaves the building.



Physical Education

1. Students may play with sports equipment if sanitization can be maintained before and after using it.
2. Students may take off one's mask outside if the students are six feet or more apart from each other.
3. Students are allowed only to do non-contact physical activities.
4. Students are required to wear mask if physical education takes place in the gym or anywhere else indoors. In this scenario, students are to maintain social distancing and not to overexert themselves while wearing mask.



Dismissal Procedures

1. Parents must park and then walk up to the school front door.
2. Student's will be dismissed from classrooms upon hearing their family's name.
3. School staff will escort students to the front door.
4. Limit students touching stair railings, doors and walls.
5. Doors will remain open to prevent students from touching them.
6. Assigned staff will be by the doors and in the parking lot.
7. A school staff member will direct traffic.



Remote Learning & Hybrid

- PK/KG students will have in-person instruction at the school.
- 1st grade students will attend school for in-person instruction on Mondays, Wednesdays, and Fridays. The remaining days will be remote learning.
- Grades 2nd to 7th will do remote learning. However, students of those grades will attend school one (1) day of the week only.
- See schedule below:

Monday: 1st/2nd grades

Tuesday: 3rd grade

Wednesday: 1st, 4th, and 5th grades

Thursday: 6th/7th grades

Friday: 1st grade

- If any child does not come to school during the week, we will have the hybrid option available to parents.