

THE SUSAN B. ANTHONY ACADEMY – I.S. 238

88-15 182ND STREET, HOLLIS, NY 11423

TEL: 718-297-9821 FAX: 718-658-5288 WWW.IS238.COM

PETER LEDDY, PRINCIPAL

RITA BAFFOUR, ASSISTANT PRINCIPAL

CHRIS GAILAS, ASSISTANT PRINCIPAL

CANDETTE NOVITSKY, ASSISTANT PRINCIPAL

KRISTEN ROWLAND, ASSISTANT PRINCIPAL

In-Person Student Procedures (subject to change)

The safety and well being of our students, families, and staff is paramount. We cannot deviate from our protocols at any time. It is imperative that everyone follows the below steps, each and every day.

Morning Entry Stage 1

- All students will report to the school yard before entering the building
- The school day for students begins at 8:30AM
- The school yard will serve as a gathering point each day
- Students are expected to be socially distant while in the school yard
- Staff members will direct students when to enter the building, ensuring that students are socially distancing a minimum of six feet
- Students will enter the building through Exits 3, 4, and 5 in single file formation
- The 182nd street entrances and exits will not be used in the morning (if possible)

Morning Entry Stage 2

- Every student is required to have a face covering before entering the building
- Any student without a face covering will be asked to stand to the side in a designated area until such time as a mask can be given to the student so they may enter
- All students will have their temperatures checked before entering the building using a no touch thermometer
- Any student with a temperature of 100.0-degree Fahrenheit will be escorted to the Isolation room and seen by the nurse. The family will be called to come pick up the student and receive guidance from the school nurse
- Grab and go breakfast will be available to all students when they enter the building
- Students will proceed to their assigned classroom
- Students will walk in single file formation when reporting to their classroom
- The hallway will be divided in two directions. Students should always have a wall closest to their right shoulder when walking in the hallways
- Staircase will be marked as up and down only

Instructional Day

- Students will remain in the same classroom, with the same students, for the duration of the day, except for physical education class
- Students will be escorted to their physical education class or to any other room they must report to as a class
- Students will have access to the bathroom on request
- Lunch will be delivered to classrooms during 4th, 5th, and 6th period
- Lunch will be eaten in class during an instructional period
- There will be no recess

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Dismissal

- School will begin dismissing at 2:00PM
- We will stagger the dismissal of students to ensure social distancing
- Students will be dismissed as a class through Exits 3, 4, and 5
- I am currently speaking with the MTA regarding the possibility of having at least one #1, #2, #3, #17, and #77 waiting on Hillside Avenue so we can escort students that take public transportation directly to the bus (no guarantee)
- Students are to leave the school grounds upon dismissal and go home
- Students are not to linger on the property
- I am also discouraging students from going to any stores in the area after school