

**GREAT OAKS-NEW YORK CITY
2020 SCHOOL REOPEN PLAN**

GO-NYC



Not Just Back...Better!



GO-NYC Reentry Plan

20-21 School Year

Instructional Model

Reopening Overview: Instruction

[Current Reopening Plan: Hybrid Model \(50% Remote / 50% In-Person\)](#)

[Assessment and Progress Monitoring](#)

[Social Emotional Learning & Wellness](#)

[Special Populations](#)

[Communication to Families](#)

[Transition to Fully-Remote Learning](#)

School Operations: Supporting Instruction

Reopening Overview: Operations

[Capacity](#)

[Social Distancing](#)

[PPE & Face Coverings](#)

[General Hygiene Protocols](#)

[Technology to Support Hybrid Model](#)

Detailed School Day Procedures

[Morning Entry](#)

[Hallway Transitions](#)

[Classroom](#)

[Lunch](#)

[Restroom](#)

[Electives](#)

[Dismissal](#)

[After School](#)

[Monitoring](#)

Screening Protocols

[Students](#)

[Staff](#)

Testing Protocols

[Testing Responsibility](#)

[Early Warning Signs](#)

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[Containment](#)

[Sick Student Protocol](#)

[Sick Staff Member Protocol](#)

[Contact Tracing](#)

[Closure](#)

[Closure Triggers](#)

[Procedure for Partial Closure](#)

[Procedure for Full Closure](#)

[Communication to Families & Staff](#)

Instructional Model

Reopening Overview: Instruction

While this is a school start unlike any other, our commitment as a school is to focus on our students and their learning. We believe that, in accordance with public health and safety protocols outlined in this plan, the best way to do this is to implement a hybrid model of in-person and remote learning so that students are able to engage with teachers face-to-face for at least 50% of their learning time this year. When not in school in-person, our remote learning plan includes significant amounts of synchronous, live instruction to ensure regular and substantive instruction in either setting. Our hybrid academic program is outlined below.

Current Reopening Plan: Hybrid Model (50% Remote / 50% In-Person)

*Families may opt into a 100% remote model if they so choose.

- By grade, scholars will be split into two groups: A and B. When group A is in school, group B is learning remotely from home. Scholars will alternate between in-person and remote instruction every other day. A sample daily schedule is provided below.
- We will utilize technology to support our work when students are not physically on campus. ELA and Math are prioritized subject areas and, when students are not at school in person, they will join the in-person ELA and Math classes remotely via live stream so that every student receives live instruction in ELA and Math every day.
- Social Studies, Science and Specials classes will take place in-person when on campus. On “home” days, students will utilize the Google suite (i.e. Google Classroom, Google Slides, etc.) to engage in asynchronous activities that extend and refine what they’ve learned during the previous day’s in-person instruction. While students engage in

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asynchronous instruction, they will have an opportunity daily to join a “support hour” during which a teacher or AmeriCorps Fellow can provide support and answer questions about instruction and technology.

- All students will receive additional live small-group instruction in math and ELA every day, during a Tutorial block, facilitated by our team of AmeriCorps Fellows. Thus, all students will have the opportunity for daily personalized instruction - even when they are joining remotely from home.

Sample Student Schedule: Hybrid Model, In-person Days

8:00 (30 min)	Advisory/SEL
8:32 (60 min)	ELA
9:36 (56)	ELA Tutorial
10:30 (56)	Science
11:28 (56)	Social Studies
12:26 (35)	Lunch
1:03 (56)	Math
2:01 (56)	Math Tutorial
2:59 (56)	Specials

Sample Student Schedule: Hybrid Model, Remote Days

Virtual Advisory/SEL (Synchronous, via Zoom)	
ELA	Synchronous Instruction (Join Class Live Stream)
ELA Tutorial	Synchronous Instruction (Join Zoom Group)
Science	Asynchronous
Social Studies	Asynchronous
Lunch	Recommended Lunch
Math	Synchronous Instruction (Join Class Live Stream)



Math Tutorial	Synchronous Instruction (Join Zoom Group)
Independent Reading	Asynchronous

- On Wednesdays, students who are at home will have video calls with their fellows during which they can receive support with remote time-management and can ask questions about any of their assignments.

Attendance and Absenteeism

- When groups of students are attending in-person under the hybrid model, attendance will be taken as we would under a typical school scenario.
- When students join live instruction via synchronous live stream or Zoom groups, students will submit their attendance via Google Form for each instructional block and/or attendance will be taken by the teacher of Americorps fellow supporting remote instruction as students log-in via Zoom.
- The Advisory teacher will be the consistent point of contact for student attendance daily and will reach out to the students and families who are not attending. If a student misses two days of instruction back-to-back without notice, the advisory teacher will escalate to a school-based attendance committee, which will reach out to the student and family to address and determine how to provide any necessary support or guidance for joining synchronous remote instruction.

Technology and Connectivity

- To access the remote portions of the hybrid model every other day, all students will be provided with a Chromebook that includes the software necessary to participate in remote instruction.
- Students who do not have consistent internet access at home to join instruction and complete assignments can:
 - 1) download materials and instructions for their asynchronous work when in school on their in-person days (e.g. group A attends school in-person on Monday and downloads the Google suite version from their Chromebook so they can work offline for content that will be taught on Tuesday while they are at home) and then complete this work asynchronously,
 - 2) join synchronous remote instruction via a “learning hub” in the school building in a large space like the cafeteria that provides access to the internet, hosted in the school cafeteria in accordance with all public health and safety protocols,
 - 3) receive an internet hotspot directly from the school to use at home.



Assessment and Progress Monitoring

- We will administer a pre-assessment of all students within the first two weeks of reopening, using the virtual adaptation of the NWEA/MAP assessment and Reading Plus.
- Pre-assessment data will inform how teachers approach the first unit of the year and to what extent subgroups of students need targeted remediation due to school closures in spring of 2020.
- Throughout the year, whether in-person, hybrid, or fully remote, we will administer ongoing Interim Assessments, including a mid-year and end-of-year NWEA/MAP assessment to compare student growth from the pre-assessment to the end of the year. In the event that the state does not administer annual testing in spring 2021, we will add an additional Interim Assessment to collect end-of-year data regarding standards mastery in place of these assessments.
- Recognizing that it is more important than ever to understand individual student progress against end-of-year standards, we will also implement a system of bimonthly formative quizzes in all subject areas. Students will take a brief formative assessment within their regularly scheduled class period every other week, and then teachers will analyze this data during Wednesday afternoon professional development to assess the effectiveness of our instructional delivery model and design targeted interventions for students.

Social-Emotional Learning (SEL) and Wellness

- Advisory will be led daily to support students social and emotional development and help students navigate this incredibly challenging personal and educational experience. During this time, students will meet with a consistent group of their peers and an adult Advisor.
- We will provide in-person counseling and social work services when students are in-school, in-person under our alternating day hybrid model. Our counselors will fulfill all mandated services and leverage our relationship with Partnership with Children to provide crisis management and trauma-informed support for students who do not have formally mandated services.
- Our AmeriCorps fellows will host consistent daily office hours to provide support and coaching for students.

Special Populations

- Scholars in our 12:1:1 self-contained special education class will return full-time in the building and follow a normal in-person daily schedule, without interruption. This will allow us to provide substantive teacher-student interaction with strong supports for our highest-need students.



- Other students requiring provision of services in accordance with their IEPs, like OT and speech services, will receive those services remotely to ensure safety for students and providers by minimizing the number of adults in contact with any student or group of students daily. We believe this will also ensure continuity of services if the model shifts to fully remote.
- All ICT co-taught classrooms will still be co-taught with a certified special education teacher who can fulfill the mandate for ICT instruction. This will happen both in-person, in our hybrid model, and in a fully remote model.

Family Engagement and Communication

- We sent a survey to new and already enrolled families asking for their preference (hybrid or 100% remote) and the results were about 50/50. We will accommodate both.
- We will be staggering the first days of school to have students and families participate in orientation to unpack the new school schedule and receive training in the safety protocols we will use during in-person instruction under the hybrid model.
 - Monday, August 24th is the first day of school for 6th graders.
 - Tuesday, August 25th is the first day of school for 7th graders.
 - Wednesday, August 26th is the first day of school for 8th graders.

Transition to Fully-Remote Learning

- Recognizing that public health circumstances may change such that it is not safe to implement a hybrid learning model even at reduced capacity, we are prepared to shift to a fully remote model. The fully remote model will look very similar to the schedule for students who are attending remotely in our hybrid model, as outlined above.
- In a fully remote model, ELA and Math instruction will continue as live, synchronous daily instruction. Rather than joining from a live stream, classes will be taught live via Zoom to all students.
- In a fully remote model, Social Studies, Science, and Specials classes will also be taught live and synchronously every day.

Sample Student Schedule: Fully Remote Day

Advisory/SEL	
ELA (50 min)	Synchronous Instruction (via Zoom)
ELA Tutorial (40 min)	Synchronous Instruction (via Zoom)
Science (50 min)	Synchronous Instruction (via Zoom)



Social Studies (50 min)	Synchronous Instruction (via Zoom)
Lunch (60 min)	Recommended Lunch
Math (50 min)	Synchronous Instruction (via Zoom)
Math Tutorial (40 min)	Synchronous Instruction (via Zoom)
Independent Reading & Student Check Ins	Asynchronous reading, with opportunities to meet with individual students or small groups of students for additional support

School Operations: Supporting Instruction

Reopening Overview: Operations

Capacity

- GO-NYC will reopen in a hybrid model, so only 50% of the student body is in the school building at a given time.
- All staff will be present in the building every day.

Social Distancing

- Class sizes will be reduced to 12-13 students, enabling spacing 6 feet apart in the classroom.
- Staff and teachers will maintain appropriate social distance within the classroom and in shared space.
- Students will stagger their transitions from class to class, mindful of social distancing.
- Students will use separate stairwells to enter and exit the building and will remain six feet apart while traveling up and down the stairs.

PPE & Face Coverings

- All students and staff will wear masks in the building, in class, and in common areas.
- Two masks will be issued to each student and staff member: a reusable, washable cloth mask, and a disposable mask to be used each day. Extra masks will be available and provided to all members of the school community.

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- Disposable gloves, masks and hand sanitizer will be available to all members of the school community.
- Hand sanitizer and sanitizing wipes will be placed in every classroom.

Operational Activity

- GO-NYC's physical building will be divided into three sections to designate space for each grade of students.
- General Disinfecting & Cleaning Procedures
 - A new facilities company has been hired to provide custodial services for our school.
 - In addition to our daytime custodians, two additional custodians have been added to the team and will work from 5:00 pm - 9:00 pm each night to fully disinfect all classrooms, hallways, bathrooms and common spaces.
 - Electrostatic sprayer/fogger has been purchased to disinfect the building at night.

General Hygiene Protocols

- GO-NYC will provide every student and staff member with a reusable/washable mask. GO-NYC will also keep extra disposable masks and PPE. Masks must be worn at all times when social distancing cannot be maintained.
- GO-NYC will have designated handwashing-only stations.
- Hand washing protocol will be given out to families and will also be posted in the school building.
- Social distancing signs will be placed in the building.
- Disinfectant, hand sanitizer, and sanitizing wipes will be placed in every classroom and replenished weekly (or as needed).
- Custodial staff will clean and disinfect entry and stairs after morning arrival.
- Staggered bathroom usage will be implemented, to promote social distancing and clean hands.
- Custodial staff will have daily logs for scheduled cleanings as well as an added deep clean and disinfect every evening after dismissal.
- GO-NYC will have a continuous supply of PPE and replenish backup as needed.

Technology to Support Hybrid Model

- All students at GO-NYC will have a Chromebook to support their access to online assignments and livestream classes.
- GO NYC will use Swivl to livestream ELA and Math classes daily to students who are logging in from home.



- Social Studies and Science classes will provide asynchronous learning through Google Classroom to students who are at home on their distance learning day.

Detailed School Day Procedures

Morning Entry

	6th Grade	7th Grade	8th Grade
Time	7:30-7:45am	7:45-8:00am	7:30-8:00am
Location	Delancey Street	Delancey Street	Forsyth Street
Student Procedure	<ul style="list-style-type: none"> • Temperature Check • Hand Sanitizer • Walk up stairs (6 ft. spacing) • Students go directly to Advisory classroom <ul style="list-style-type: none"> ○ 6th grade uses 6th grade hallway ○ 7th grade uses 7th grade hallway ○ 8th grade uses the 2nd floor 		
Capacity	<ul style="list-style-type: none"> • 50 students can enter the building at each entrance (2) at a time 		
Social Distancing	<ul style="list-style-type: none"> • Educators will ensure that students maintain a distance of 6 feet as they go up the stairs • Educators will ensure that students keep their masks on as they enter the building and go up the stairs 		
Communication	<ul style="list-style-type: none"> • Signage for each grade about their specific entrance • Stickers on sidewalk for students to line up for screenings 		

Hallway Transitions

Capacity	<ul style="list-style-type: none"> • 50 students in each grade-specific area will transition at one time. • Students will mostly transition between classes in their grade's designated area. Therefore, students will only interact with
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	students in their grade during hallway transitions.
Social Distancing	<ul style="list-style-type: none"> ● Educators will monitor students during hallway transitions to ensure that students are wearing their masks and maintaining appropriate distance between one another.
Disinfecting	<ul style="list-style-type: none"> ● Hallways will be disinfected multiple times per day including wiping of doorknobs.
Communication	<ul style="list-style-type: none"> ● Directional arrows will be posted in the hallways to direct the flow of traffic during transitions. Signs about social distancing and mask use will also be posted.

Classroom

Capacity	<ul style="list-style-type: none"> ● Classrooms will operate at 50% capacity (12-13 students per classroom) ● There will be 1-3 adults in the classroom at a time
Social Distancing	<ul style="list-style-type: none"> ● Desks will be arranged to create a distance of 6 feet between students ● Students will be required to wear their masks in the classroom (with the exception of short mask breaks and eating)
Disinfecting	<ul style="list-style-type: none"> ● Classroom doors will be propped open to limit the use of doorknobs and to promote ventilation ● Classroom desks will be wiped & disinfected between each transition.
Shared Materials	<ul style="list-style-type: none"> ● Students will use their own chrome books and devices ● Limited shared materials such as pencils, lab materials, manipulatives and etc. will be wiped down before and after class ● Sanitizing wipes will be readily available to disinfect all shared materials
Communication	<ul style="list-style-type: none"> ● All students will participate in an orientation (either in person or virtual) regarding our newly adopted policies

Lunch

- Lunch will be delivered to the classroom as “grab-and-go”.

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- Students will sanitize their hands before eating.
- Students will eat at their socially distanced desks in the classroom.
- Students will sanitize their desks after eating.
- Teachers will eat at their desks and sanitize before and after their meals.

Restroom

- Restrooms will be frequently monitored to ensure that they are clean and sanitized at all times.
- School staff will monitor restrooms to ensure that they are not overcrowded.
- Students will be required to wear masks in the restroom.
- Students must wash their hands thoroughly before returning to the classroom and must also use hand sanitizer upon entering the classroom.

Lockers

- Lockers will not be in use for students.
- Students will carry their backpacks throughout the day.

Electives

- Students will participate in their electives on the days when they are in the school building.
- Electives: Spanish, PE, Dance, Visual Art
- School staff will ensure that there is ample room for safe distance and that students are wearing masks during transitions.
- Additional space will be provided for specials that require more space (PE, Dance) and other spaces will be utilized to ensure proper distance (roof deck, local park, community walk, etc.)
- Students will wear masks during all electives.

Physical Education	
Capacity	<ul style="list-style-type: none"> ● 12-13 students
Social Distancing	<ul style="list-style-type: none"> ● PE will take place outside on the school’s roof-top deck or on a nearby sports field when weather permits. ● When PE must happen in the classroom, the teacher will ensure that students maintain distance between one another. The windows must be open to allow for optimal airflow.



PPE	<ul style="list-style-type: none"> Masks will be used if in building for class
Disinfecting	<ul style="list-style-type: none"> All sports equipment used for PE will be disinfected after each cohort's use.

Dismissal

	6th Grade	7th Grade	8th Grade
Time	Appx 3:50 - 3:55pm	Appx 3:55 - 4:00pm	Appx 3:50 - 3:55pm
Location	Delancey Street Exit	Delancey Street Exit	Forsyth Street Exit
Student Procedure	<ul style="list-style-type: none"> 6th & 7th grades will exit out of the Delancey Street exit 8th grade will exit out of the Forsyth Street exit Students will have backpacks with them in 7th period classrooms, as to exit straight out of the building upon dismissal. 		
Capacity	<ul style="list-style-type: none"> 50 students can exit the building at a time 		
Social Distancing	<ul style="list-style-type: none"> Educators will ensure that students maintain a distance of 6 feet as they go down the stairs. Educators will ensure that students keep their masks on as they exit the building. Deans of students (inside) will communicate with Operations Team (outside) via walkies to stagger release of students so that no more than 50 students are exiting the building at once. Deans of students will give classroom teachers the go ahead to release full classes of students. Teachers will escort their students down to their respective exits. 		

After-School

- GO-NYC will not offer formal in-person after-school programs during this time.



- However, GO-NYC will offer virtual homework help for all students, and will provide in-person after-school programming to a limited number of students who face extenuating circumstances on a case-by-case basis.

Monitoring

Screening Protocols

GO-NYC will use a mobile app (ClearTo Go) and website to perform daily screening and maintenance of records for contact tracing. Screening questions are derived from the CDC and guidance from NYS.

Students

- Families/caregivers will be asked to screen their child at home before sending them to school. If a child has a temperature of 100.00 degrees or higher and/or has other symptoms consistent with COVID-19, the child should stay home, and the family should call the school to notify them that the child is ill. The child should remain home until s/he is symptom-free without medication (fever-free for at least 24 hours) and/or has a negative COVID test. The child should see a healthcare provider.
- At arrival, students will have their temperature checked by a staff member with a forehead thermometer and answer a few COVID-19 screening questions before entering the building. If a student has a temperature of 100.00 degrees or higher, that student will remain outside the building, a parent or guardian will be called to pick up the child, and the family should follow the protocol above.
- Midday temperature and/or symptom screening checks may be instituted to ensure that students are fever-free without medication.
- Students who the school learns are sick will be monitored at home for further symptoms in order to track possible spread of infection. This information will be kept in the health office and the Dean assigned for each grade will call families to monitor symptoms.

Staff

- GO-NYC will follow CDC and DOHMH guidelines for [screening](#) teachers and other school staff daily. As such, teachers and staff will self-screen using the mobile app ClearToGo each morning prior to entering the building.
- In professional development, we will ensure that staff are trained on how to self-screen for symptoms of COVID-19.



- If teachers or staff show symptoms, they will be required to contact their healthcare provider and go (or remain) home. Teachers and staff should get tested for COVID-19 and not return to work until they have received a negative test result.
- Teachers and staff who have been in contact with someone who has tested positive for COVID-19 should presume that they have been exposed and should self-quarantine for two weeks prior to returning to the school building.

Testing Protocols

- Students and/or their family members who have been exposed to someone who has COVID-19 will be advised to get tested as soon as possible at [testing centers](#) in NYC. They should stay home until they receive a negative test result.
- Staff who have been exposed to COVID-19, either through personal contact, travel, or because they are displaying symptoms of illness, will be required to get tested and should remain home until they receive a negative test result, are no longer ill, or have completed a two week quarantine.

Testing Responsibility

- The nurse on staff at school will serve as the first point of referral for recommending testing to students and families in the building.
- NYC has a large number of testing sites that staff, and families can utilize.
- GO NYC will provide a list of testing sites near 38 Delancey Street to staff and families.
- Should it be necessary, GO-NYC will notify DOH and NYS if cases rise in the building and it is necessary to batch test GO NYC community members and/or perform contact tracing.

Early Warning Signs

- Metric for student infection: Students must show a positive COVID test to confirm. Confirmation will enable quarantine for the entire cohort. Quarantine will follow should be no longer than 14 days.
- Metric for staff infection: Staff members will take COVID test to confirm positive test. Positive test will determine contact tracing. GO-NYC will communicate parties that are potentially exposed, staff and students. This will be followed up with a 14-day quarantine.
- Next Steps: Upon confirmation of positive case, GO-NYC will follow DOH guidelines and implement quarantine for cohorts and anyone who identifies that they were exposed, as well as further directives for containment and/or partial or full closure.



Containment

Sick Student Protocol

- Students who feel ill over the weekend or during a distance learning day should contact the school with that information and communicate the symptoms that the student is experiencing. The student should stay home if they have a fever of 100.00 degrees or greater and/or **any** symptoms of COVID based on CDC/DOH guidelines. Students should see a healthcare provider, get tested as soon as possible, and remain at home.
- Students who show indications of being or feeling ill during an in-school day will be escorted to the nurse for diagnosis. Any student who has one or more symptoms of COVID-19 will be [isolated](#) and families/guardians will be contacted to come and pick up the child as soon as possible. Students are encouraged to seek a healthcare provider as soon as possible, get tested for COVID-19, and stay home from school until well and tested negative for COVID-19.
- Positive COVID-19 tests result in a mandatory 10 school day (14-day total) home quarantine for the student or until symptoms have subsided.

Sick Staff Member Protocol

- Staff members who feel ill with any COVID-like symptoms should immediately notify their supervisor, go home, and see their healthcare provider. Staff members should keep their supervisor informed about their prognosis, progress, and the results of a COVID-19 test. Staff should remain home for the quarantine period of 14 days at a minimum unless or until asymptomatic and a negative COVID-19 test.

Infected Student Protocol

- Students who have tested positive for COVID-19 must remain at home for at least ten school days since the symptoms began and until they test negative and will engage in distance learning as they are able. Siblings of students who have tested positive must also stay home for 14 days even if they test negative for the virus. Students who test positive may [return](#) to school following ten school days of remaining at home, *so long as no fever is present for the prior three days (without the use of fever-reducing medication) and the student's overall illness has improved.*
- Students who have tested positive, as well as their family members, will be required to participate in contact tracing (in adherence with DOHMH guidance) in order to minimize the spread of the virus.



- All students and staff who were in contact with the infected student will be notified that they were exposed, and that cohort of students will be sent home to participate in contact tracing. They will engage in distance learning and remain quarantined until we receive further guidance from the state health department.
- Staff who were exposed to the infected student will self-quarantine for two weeks and teach distance learning from home.
- GO-NYC will continue to monitor and follow [guidance from DOHMH](#) regarding recommended protocols for responding to the needs of infected students and those exhibiting COVID-like symptoms.
- Records regarding sick students will be kept in the Nurse's office.

Infected Staff Protocol

- Staff who were exposed to the infected student will self-quarantine for 14 days and teach distance learning from home.
- Records regarding infected staff will be kept by administrators.

Contact Tracing

- All members of the Great Oaks community - students, families, staff - will be required to participate in contact tracing through the [New York State Contact Tracing Program](#) in order to minimize the spread of the virus.

Closure

GO-NYC will comply with [CDC guidance](#) as well as [New York State and DOHMH guidelines](#), and will coordinate with state and local health officials in making school closure determinations and/or cancel in-person events in the case of widespread infection and/or exposures in the school community. In the event that we must close school, the entire organization will move to remote instruction.

Closure Triggers

If there is an identified case of COVID-19, GO-NYC will work with the state and local health departments. GO-NYC will operate under the assumption that an identified case of COVID-19 may initiate an initial 24-hour closure, in order to begin an investigation to determine the



contacts that the individual may have had within the school environment. During a building closure, GO-NYC will implement the distance learning program for all staff and students.

GO-NYC will use the information from that investigation to inform the plan determined by the local department of health as to any further required closure, or other necessary precautions to take for specific classrooms, or for specific individuals.

During that initial 24-hour closure the school will immediately take steps to clean and disinfect the school building(s) where the student or staff had contact prior to testing positive for COVID-19. That disinfection will be in accordance with NYS DOH guidelines.

Any student or staff member who tests positive for COVID-19 or has been exposed must not attend school and must follow precautionary quarantine instructions from State health officials, who will determine when it is safe for them to return to school.

If it is necessary to move from a hybrid model to full distance learning, the school will close for a 1-2-day period to initiate the change. This will be communicated publicly and directly to students and families.

Procedure for Partial Closure

GO-NYC will follow DOH procedures and recommendations. If there are any positive cases, resulting in class, cohort or section quarantine, GO-NYC will enable a mandatory quarantine and partial closure. Students within the applicable cohort will participate in remote learning.

Procedure for Full Closure

GO-NYC will follow DOH procedures and recommendations. If we experience multiple cohorts with positive COVID cases and quarantine, GO-NYC will implement a full closure. Full closure will result in GO-NYC becoming 100% remote.

Communication to Families & Staff

GO-NYC will communicate with all staff and families by 8PM the evening before or 5AM the morning of.