



OPERATIONAL BLUEPRINT FOR SCHOOL REENTRY 2020-21

Updated 7/29/2020

Under ODE's **Ready Schools, Safe Learners** guidance, each school¹ has been directed to submit a plan to the district² in order to provide on-site and/or hybrid instruction. Districts must submit each school's plan to the local school board and make the plans available to the public. This form is to be used to document a district's, school's or program's plan to ensure students can return for the 2020-21 school year, in some form, in accordance with Executive Order 20-25(10). Schools must use the [Ready Schools, Safe Learners guidance](#) document as they complete their Operational Blueprint for Reentry. ODE recommends plan development be inclusive of, but not limited to school-based administrators, teachers and school staff, health and nursing staff, association leadership, nutrition services, transportation services, tribal consultation,³ parents and others for purposes of providing expertise, developing broad understanding of the health protocols and carrying out plan implementation.

1. Please fill out information:

SCHOOL/DISTRICT/PROGRAM INFORMATION	
Name of School, District or Program	Academy for Character Education
Key Contact Person for this Plan	Starr Sahnnow
Phone Number of this Person	541-942-9707
Email Address of this Person	mrs.sahnnow@aceclassicaled.org
Sectors and position titles of those who informed the plan	Starr Sahnnow - Principal Amanda Hinkle - Educational Services Director Gretchen Carmack - Curriculum Director Tara Chrestman - Registered Nurse
Local public health office(s) or officers(s)	

¹ For the purposes of this guidance: "school" refers to all public schools, including public charter schools, public virtual charter schools, alternative education programs, private schools and the Oregon School for the Deaf. For ease of readability, "school" will be used inclusively to reference all of these settings.

² For the purposes of this guidance: "district" refers to a school district, education service district, public charter school sponsoring district, virtual public charter school sponsoring district, state sponsored public charter school, alternative education programs, private schools, and the Oregon School for the Deaf.

³ Tribal Consultation is a separate process from stakeholder engagement; consultation recognizes and affirms tribal rights of self-government and tribal sovereignty, and mandates state government to work with American Indian nations on a [government-to-government](#) basis.

Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	Starr Sahnou
Intended Effective Dates for this Plan	September 1, 2020
ESD Region	Lane

2. Please list efforts you have made to engage your community (public health information sharing, taking feedback on planning, etc.) in preparing for school in 2020-21. Include information on engagement with communities often underserved and marginalized and those communities disproportionately impacted by COVID-19.

Our school is dedicated to providing a quality educational environment that is healthy and safe for all. We have engaged our staff and families in formulating our plan. Input from these stakeholders has facilitated determining the best plan for our student body and our school model.

3. Indicate which instructional model will be used.

Select One:

On-Site Learning Hybrid Learning Comprehensive Distance Learning

4. If you selected Comprehensive Distance Learning, you only have to fill out the green portion of the Operational Blueprint for Reentry (i.e., page 2 in the initial template).
5. If you selected On-Site Learning or Hybrid Learning, you have to fill out the blue portion of the Operational Blueprint for Reentry (i.e., pages 3-15 in the initial template) and [submit online](https://app.smartsheet.com/b/form/a4dedb5185d94966b1dff75e4874c8a). (<https://app.smartsheet.com/b/form/a4dedb5185d94966b1dff75e4874c8a>) by August 15, 2020 or prior to the beginning of the 2020-21 school year.

* **Note:** Private schools are required to comply with only sections 1-3 of the *Ready Schools, Safe Learners* guidance.

REQUIREMENTS FOR COMPREHENSIVE DISTANCE LEARNING OPERATIONAL BLUEPRINT

This section must be completed by any school that is seeking to provide instruction through Comprehensive Distance Learning. Schools providing On-Site or Hybrid Instructional Models do not need to complete this section.

Describe why you are selecting Comprehensive Distance Learning as the school's Instructional Model for the effective dates of this plan.

N/A We are not providing instruction through Comprehensive Distance Learning.

[Complete after June 30, 2020 when Comprehensive Distance Learning Guidance is released by ODE.] Describe how your school's model aligns to the Comprehensive Distance Learning Guidance.

N/A We are not providing instruction through Comprehensive Distance Learning.

Describe the school's plan, including the anticipated timeline, for returning to Hybrid Learning or On-Site Learning consistent with the *Ready Schools, Safe Learners* guidance.

N/A We are not providing instruction through Comprehensive Distance Learning.

The remainder of this operational blueprint is not applicable to schools operating a Comprehensive Distance Learning Model.

ESSENTIAL REQUIREMENTS FOR HYBRID / ON-SITE OPERATIONAL BLUEPRINT

This section must be completed by any school that is providing instruction through On-Site or Hybrid Instructional Models.
Schools providing Comprehensive Distance Learning Instructional Models do not need to complete this section.



1. Public Health Protocols

1a. COMMUNICABLE DISEASE MANAGEMENT PLAN FOR COVID-19

OHA/ODE Requirements	Hybrid/Onsite Plan
X Implement measures to limit the spreads of COVID-19 within the school setting.	ACE follows the published Communicable Disease Guidelines from the Oregon Department of Education and the Oregon Health Authority. ACE has policies in place that address employee and student health & safety.
X Update written Communicable Disease Management Plan to specifically address the prevention of the spread of COVID-19.	Included in school and employee handbook
X Designate a person at each school to establish, implement and enforce physical distancing requirements, consistent with this guidance and other guidance from OHA.	Starr Sahnou & Amanda Hinkle
X Include names of the LPHA staff, school nurses, and other medical experts who provided support and resources to the district/school policies and plans. Review relevant local, state, and national evidence to inform plan.	Tara Chrestman, RN
X Process and procedures to train all staff in sections 1 - 3 of the Ready Schools, Safe Learners guidance. Consider conducting the training virtually, or, if in-person, ensure physical distancing is maintained.	Training in summer 2020
X Protocol to notify the local public health authority (LPHA Directory by County) of any confirmed COVID-19 cases among students or staff.	24/7 Disease Reporting: (541) 682-4041
x Plans for systematic disinfection of classrooms, offices, bathrooms and activity areas.	Covered in staff training; custodial services
x Process to report to the LPHA any cluster of any illness among staff or students.	24/7 Disease Reporting: (541) 682-4041
x Protocol to cooperate with the LPHA recommendations and provide all logs and information in a timely manner.	Included in employee handbook
x Protocol for screening students and staff for symptoms (see section 1f of the Ready Schools, Safe Learners guidance).	Screening/Isolation: Visual screening of all students and staff is outlined in 1f. Potentially symptomatic students will be isolated following guidance outlined in 1i.
X Protocol to isolate any ill or exposed persons from physical contact with others.	Screening/Isolation: Visual screening of all students and staff is outlined in 1f and 1i. Potentially symptomatic students will be isolated following guidance outlined in 1i.
X Protocol for communicating potential COVID-19 cases to the school community and other stakeholders (see section 1e of the Ready Schools, Safe Learners guidance).	Contact tracing logs will be kept for each student/cohort
X Create a system for maintaining daily logs for each student/cohort for the purposes of contact tracing. This system needs to be made in consultation with a school/district nurse or an LPHA official. <ul style="list-style-type: none"> If a student(s) is part of a stable cohort (a group of students that are consistently in contact with each other or in multiple cohort groups) that conform to the requirements of cohorting (see section 1d of the Ready Schools, Safe Learners guidance), the daily log may be maintained for the cohort. If a student(s) is not part of a stable cohort, then an individual student log must be maintained. 	Contact tracing logs will be kept for each student/cohort

X	Required components of individual daily student/cohort logs include: <ul style="list-style-type: none"> • Child's name • Drop off/pick up time • Parent/guardian name and emergency contact information • All staff (including itinerant staff, substitutes, and guest teachers) names and phone numbers who interact with a stable cohort or individual student 	Contact tracing logs will be kept for each student/cohort
X	Protocol to record/keep daily logs to be used for contact tracing for a minimum of four weeks to assist the LPHA as needed.	Contact tracing logs will be kept for each student/cohort
X	Process to ensure that all itinerant and all district staff (maintenance, administrative, delivery, nutrition, and any other staff) who move between buildings keep a log or calendar with a running four-week history of their time in each school building and who they were in contact with at each site.	Contact tracing logs will be kept for each staff member
X	Process to ensure that the school reports to and consults with the LPHA regarding cleaning and possible classroom or program closure if anyone who has entered school is diagnosed with COVID-19.	Use of Planning for Covid-19 Scenarios in Schools toolkit
X	Protocol to respond to potential outbreaks (see section 3 of the <i>Ready Schools, Safe Learners</i> guidance).	Use of Planning for Covid-19 Scenarios in Schools toolkit

1b. HIGH-RISK POPULATIONS

OHA/ODE Requirements		Hybrid/Onsite Plan
X	Serve students in high-risk population(s) whether learning is happening through On-Site, Hybrid (partially On-Site and partially Comprehensive Distance Learning models), or Comprehensive Distance Learning models.	<p>Staff</p> <ul style="list-style-type: none"> • All staff and students are given the opportunity to self-identify as vulnerable or living with a vulnerable family member. Staff *Plan includes bus drivers, classified, and limited teachers self identifying. • If needed, redeployed staff members assigned to on-line instructional support, work tasks without in-person contact, (i.e., maintenance projects, office work), or leave <p>Students</p> <ul style="list-style-type: none"> • All students identified as vulnerable, either by a physician, or parent/guardian notification, will be enrolled in online instruction with weekly check-ins. • Students who experience disability will continue to receive specially designed instruction. • Students with language services will continue to receive English Language Development. <p>Visitors/Volunteers</p> <ul style="list-style-type: none"> • Visitors/Volunteers will be unable to work in schools, or complete other volunteer activities that require in person interaction, at this time. • Adults in schools are limited to essential personnel only.
Medically Fragile, Complex and Nursing-Dependent Student Requirements		
X	All districts must account for students who have health conditions that require additional nursing services. Oregon law (ORS 336.201) defines three levels of severity related to required nursing services: <ol style="list-style-type: none"> 1. Medically Complex: Are students who may have an unstable health condition and who may require daily professional nursing services. 2. Medically Fragile: Are students who may have a life-threatening health condition and who may require immediate professional nursing services. 3. Nursing-Dependent: Are students who have an unstable or life-threatening health condition and who require daily, direct, and continuous professional nursing services. 	ACE registration form has been updated and includes a screening process to determine which students are medically fragile, complex, or nursing dependent.

X	<p>Staff and school administrators, in partnership with school nurses, or other school health providers, should work with interdisciplinary teams to address individual student needs. The school registered nurse (RN) is responsible for nursing care provided to individual students as outlined in ODE guidance and state law:</p> <ul style="list-style-type: none"> ● Communicate with parents and health care providers to determine return to school status and current needs of the student. ● Coordinate and update other health services the student may be receiving in addition to nursing services. This may include speech language pathology, occupational therapy, physical therapy, as well as behavioral and mental health services. ● Modify Health Management Plans, Care Plans, IEPs, or 504 or other student-level medical plans, as indicated, to address current health care considerations. ● The RN practicing in the school setting should be supported to remain up to date on current guidelines and access professional support such as evidence-based resources from the Oregon School Nurses Association. ● Service provision should consider health and safety as well as legal standards. ● Work with an interdisciplinary team to meet requirements of ADA and FAPE. ● High-risk individuals may meet criteria for exclusion during a local health crisis. ● Refer to updated state and national guidance and resources such as: <ul style="list-style-type: none"> ○ US Department of Education Supplemental Fact Sheet: Addressing the Risk of COVID-19 in Preschool, Elementary and Secondary Schools While Serving Children with Disabilities from March 21, 2020. ○ ODE guidance updates for Special Education. Example from March 11, 2020. ○ OAR 581-015-2000 Special Education, requires districts to provide 'school health services and school nurse services' as part of the 'related services' in order 'to assist a child with a disability to benefit from special education'. ○ OAR 333-019-0010 Public Health: Investigation and Control of Diseases: General Powers and Responsibilities, outlines authority and responsibilities for school exclusion. 	ACE works with family health providers to address individual student needs.
---	---	---

1c. PHYSICAL DISTANCING

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Establish a minimum of 35 square feet per person when determining room capacity. Calculate only with usable classroom space, understanding that desks and room set-up will require use of all space in the calculation.</p>	<p>Schoolwide Policy:</p> <ul style="list-style-type: none"> ● Classrooms will only consist of easy to sanitize furniture removing any soft surfaces such fabric covered furniture or draperies. ● Each student will be supplied with individual supplies such as scissors, pencils, notebooks and paper to minimize cross contamination. ● Each personal student space will be provided with sanitizing items such as wipes and hand sanitizer for personal use. ● Recreation supplies such as balls and jump ropes will be assigned and maintained by individual cohorts. ● Each cohort will be assigned specific restrooms for use to avoid interaction.

		<ul style="list-style-type: none"> Contact tracing will be employed in each cohort with data updated on a daily basis.
X	Support physical distancing in all daily activities and instruction, striving to maintain at least six feet between individuals.	Floor space will be defined with tape to provide visual cues for spacing
X	Minimize time standing in lines and take steps to ensure that six feet of distance between students is maintained, including marking spacing on floor, one-way traffic flow in constrained spaces, etc.	Entrances and exits will be defined to ensure hallways are not crowded. Families will have staggered drop off and pick up times.
X	Schedule modifications to limit the number of students in the building (e.g., rotating groups by days or location, staggered schedules to avoid hallway crowding and gathering).	Entrances and exits will be defined to ensure hallways are not crowded. Families will have staggered drop off and pick up times.
X	Plan for students who will need additional support in learning how to maintain physical distancing requirements. Provide instruction; don't employ punitive discipline.	Use positive reinforcement and reminders continually so as to remind all students of necessary distancing requirements.
X	Staff should maintain physical distancing during all staff meetings and conferences, or consider remote web-based meetings.	Rooms are set up to ensure distancing and remote meetings are used whenever possible.

1d. COHORTING

OHA/ODE Requirements		Hybrid/Onsite Plan
X	<p>Where feasible, establish stable cohorts: groups should be no larger than can be accommodated by the space available to provide 35 square feet per person, including staff.</p> <ul style="list-style-type: none"> The smaller the cohort, the less risk of spreading disease. As cohort groups increase in size, the risk of spreading disease increases. 	<p>Schoolwide Policy:</p> <ul style="list-style-type: none"> Classrooms arranged with a minimum of 35 sq ft of physical space per student. Cohort groupings will be arranged by academic level with classes not to exceed 28 students. Each Cohort will be assigned a unique entrance and exit with staggered arrival and dismissal times. Specialized services such as reading support, tutoring, and/or special education services will be arranged within the students stable cohort. <p>Kindergarten:</p> <ul style="list-style-type: none"> Kindergarten students will be provided with a space appropriate for both learning and activities with easily sanitized surfaces. <p>1st - 8th:</p> <ul style="list-style-type: none"> Create class rosters not to exceed 25 students and 2 teachers (25 people per 900 sq ft) <p>9th - 12th:</p> <ul style="list-style-type: none"> Create class rosters not to exceed 20 students and 1 teacher (21 people per 700 sq ft) Class schedules will offer a variety of instructional days throughout the week to minimize the number of staff and students on campus. <p>Staff:</p> <ul style="list-style-type: none"> Staff assignments will be consistent with cohort groupings to minimize interaction between cohort groupings. Any staff member required to interact with multiple cohorts will be required to follow strict sanitation protocols between interactions.
X	Students cannot be part of any single cohort, or part of multiple cohorts that exceed a total of 100 people within the educational week. Schools should plan to limit cohort sizes to allow for efficient contact-tracing and minimal risk for exposure.	Cohorts are arranged in small groupings with none exceeding 50.
X	Each school must have a system for daily logs to ensure contract tracing among the cohort (see section 1a of the <i>Ready Schools, Safe Learners</i> guidance).	Contact tracing logs will be kept for each student/cohort.
X	Minimize interaction between students in different stable cohorts (e.g., access to restrooms, activities, common areas). Provide access to All Gender/Gender Neutral restrooms.	Each cohort will be assigned specific restrooms for use to avoid interaction.

X	Cleaning and wiping surfaces (e.g., desks, door handles, etc.) must be maintained between multiple student uses, even in the same cohort.	Cleaning time will be included in each class period.
X	Design cohorts such that all students (including those protected under ADA and IDEA) maintain access to general education, grade level learning standards, and peers.	Cohorts are inclusive of all students.
X	Staff who interact with multiple stable cohorts must wash/sanitize their hands between interactions with different stable cohorts.	Staff will be trained on proper cleaning protocols.

1e. PUBLIC HEALTH COMMUNICATION

OHA/ODE Requirements		Hybrid/Onsite Plan
X	Develop a letter or communication to staff to be shared at the start of on-site instruction and at periodic intervals explaining infection control measures that are being implemented to prevent spread of disease. <ul style="list-style-type: none"> Consider sharing school protocols themselves. 	Communication: The school safety committee (w/nurse advisor) will develop communication to staff, students and families on the infection control measures being implemented to prevent spread of disease (see communicable disease plan).
X	Develop protocols for communicating with students, families and staff who have come into close contact with a confirmed case. <ul style="list-style-type: none"> Consult with your LPHA on what meets the definition of "close contact." 	The school administration (w/nurse advisor) will develop protocols for communicating with anyone who has come into close/sustained contact with a confirmed case or when a new case has been confirmed and how the school is responding.
X	Develop protocols for communicating immediately with staff, families, and the community when a new case(s) of COVID-19 is diagnosed in students or staff members, including a description of how the school or district is responding.	The administration (w/school nurse) will update communicable disease plan with communication protocols.
X	Provide all information in languages and formats accessible to the school community.	Policies will be disseminated in multiple formats.

1f. ENTRY AND SCREENING

OHA/ODE Requirements		Hybrid/Onsite Plan
X	Direct students and staff to stay home if they, or anyone in their homes or community living spaces, have COVID-19 symptoms. COVID-19 symptoms are as follows: <ul style="list-style-type: none"> Primary symptoms of concern: cough, fever or chills, shortness of breath, or difficulty breathing. Note that muscle pain, headache, sore throat, new loss of taste or smell, diarrhea, nausea, vomiting, nasal congestion, and runny nose are also symptoms often associated with COVID-19, but are not enough in isolation to deny entry. More information about COVID-19 symptoms is available from CDC. In addition to COVID-19 symptoms, students should be excluded from school for signs of other infectious diseases, per existing school policy and protocols. See pages 9-12 of OHA/ODE Communicable Disease Guidance. Emergency signs that require immediate medical attention: <ul style="list-style-type: none"> Trouble breathing Persistent pain or pressure in the chest New confusion or inability to awaken Bluish lips or face Other severe symptoms 	<p>Screening Students:</p> <ul style="list-style-type: none"> Classroom teachers will conduct a visual screen for the appearance of symptoms upon student's arrival. When the screening indicates that a student may be symptomatic, the student is directed to the office. *Follow established protocol from CDP (see section 1a). Handwashing stations or hand-sanitizers will be placed by each entrance prior to student entrance to classes, or students will utilize classroom stations to wash hands. <p>Screening Staff:</p> <ul style="list-style-type: none"> Staff are required to report when they may have been exposed to COVID-19. Staff are required to report when they have symptoms related to COVID-19. Staff members are not responsible for screening other staff members for symptoms. <p>Ongoing:</p> <p>Weekly note: Reminders to parents to report actual symptoms when calling students in sick as part of communicable disease surveillance. Any student or staff known to have been exposed (e.g., by a household member) to COVID-19 shall not be allowed on campus until the passage of 14 calendar days after exposure and until symptoms (e.g., fever, cough, shortness of breath, sore throat, headache) are improving.</p>

		Do not exclude staff or students who have a cough that is not a new onset or worsening cough (e.g., asthma, allergies, etc.) from school. Parents/guardians can provide information regarding existing conditions that cause coughing to be utilized for the purpose of screening, as previously existing coughs that are not worsening are not considered symptomatic of COVID-19.
X	Screen all students and staff for symptoms on entry to bus/school every day. This can be done visually and/or with confirmation from a parent/caregiver/guardian. <ul style="list-style-type: none"> Anyone displaying or reporting the primary symptoms of concern must be isolated (see section 1i of the Ready Schools, Safe Learners guidance) and sent home as soon as possible. They must remain home until 72 hours after fever is gone (without use of fever reducing medicine) and other symptoms are improving. 	Not applicable to our school. We do not utilize bus or other transportation services. Carpool arrangements outside of family groups will be included in cohort contact tracing.
X	Follow LPHA advice on restricting from school any student or staff known to have been exposed (e.g., by a household member) to COVID-19 within the preceding 14 calendar days.	ACE will restrict students and staff exposed to COVID-19 within the preceding 14 calendar days.
X	Staff or students with a chronic or baseline cough that has worsened or is not well-controlled with medication should be excluded from school. Do not exclude staff or students who have other symptoms that are chronic or baseline symptoms (e.g., asthma, allergies, etc.) from school.	ACE administration will monitor staff and student coughs.
X	Hand hygiene on entry to school every day: wash with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol.	Students and staff will be directed to hand cleaning stations upon entering the school.

1g. VISITORS/VOLUNTEERS

OHA/ODE Requirements	Hybrid/Onsite Plan
X Restrict non-essential visitors. Only allow visitors if six feet of physical distance between all people can be maintained.	Visitors/Volunteers will be unable to work in schools, or complete other volunteer activities that require in person interaction, at this time. Adults in schools are limited to essential personnel only.
X Visitors must wash or sanitize their hands upon entry and exit.	Should an emergency situation arise necessitating a visitor on campus, the individual will be required to implement personal sanitizing protocols and will be provided a face covering while on campus.
X Visitors/volunteers must maintain six-foot distancing, wear face coverings, and adhere to all other provisions of this guidance.	
X Screen all visitors for symptoms upon every entry. Restrict from school property any visitor known to have been exposed to COVID-19 within the preceding 14 calendar days.	Visitors will be screened for COVID-19 symptoms.

1h. FACE COVERINGS, FACE SHIELDS, AND CLEAR PLASTIC BARRIERS

OHA/ODE Requirements	Hybrid/Onsite Plan
X Face coverings or face shields for all students in grades Kindergarten and up following CDC guidelines Face Coverings .	<p><u>Facial Coverings</u> <i>Facial coverings</i> are not synonymous with facemasks.</p> <p>Facial coverings are required for:</p> <ul style="list-style-type: none"> All staff All students, 5 years and older <p>Facial covering are NOT recommended for:</p> <ul style="list-style-type: none"> Children of any age should not wear a face covering: <ul style="list-style-type: none"> If they have a medical condition that makes it difficult for them to breathe with a face covering; If they experience a disability that prevents them from wearing a face covering;

		<ul style="list-style-type: none"> ○ They are unable to remove the face covering independently; ○ or while sleeping.
X	If a student removes a face covering, or demonstrates a need to remove the face covering for a short-period of time, the school/team must:	<p>Facial Shields <i>Facial shields</i> are required and will be provided for:</p> <ul style="list-style-type: none"> ● Speech Language Pathologist ● Medical personnel
X	Face masks for school RNs or other medical personnel when providing direct contact care and monitoring of staff/students displaying symptoms. School nurses should also wear appropriate Personal Protective Equipment (PPE) for their role.	
X	<p>Protections under the ADA or IDEA</p> <p>If any student requires an accommodation to meet the requirement for face coverings, districts and schools should work to limit the student’s proximity to students and staff to the extent possible to minimize the possibility of exposure. Appropriate accommodations could include:</p> <ul style="list-style-type: none"> ● Offering different types of face coverings and face shields that may meet the needs of the student. ● Spaces away from peers while the face covering is removed; students should not be left alone or unsupervised. ● Short periods of the educational day that do not include wearing the face covering, while following the other health strategies to reduce the spread of disease; ● Additional instructional supports to effectively wear a face covering; 	
X	For students with existing medical conditions, doctor’s orders to not wear face coverings, or other health related concerns, schools/districts must not deny access to On-Site instruction.	
X	<p>Schools and districts must comply with the established IEP/504 plan prior to the closure of in-person instruction in March of 2020.</p> <ul style="list-style-type: none"> ● If a student eligible for, or receiving services under a 504/IEP, cannot wear a face covering due to the nature of the disability, the school or district must: <ol style="list-style-type: none"> 1. Review the 504/IEP to ensure access to instruction in a manner comparable to what was originally established in the student’s plan including on-site instruction with accommodations or adjustments. 2. Placement determinations cannot be made due solely to the inability to wear a face covering. 3. Plans should include updates to accommodations and modifications to support students. ● Students protected under ADA/IDEA, who abstain from wearing a face covering, or students whose families determine the student will not wear a face covering, the school or district must: <ol style="list-style-type: none"> 1. Review the 504/IEP to ensure access to instruction in a manner comparable to what was originally established in the student’s plan. 2. The team must determine that the disability is not prohibiting the student from meeting the requirement. <ul style="list-style-type: none"> ● If the team determines that the disability is prohibiting the student from meeting the requirement, follow the requirements for students eligible for, or receiving services under, a 504/IEP who cannot wear a face covering due to the nature of the disability, 	<p>Students will receive on-site instruction via synchronous online instruction while teacher instructs from another room.</p> <p>ACE will work with Special Ed students to ensure students receive instruction based on their individual needs.</p>

	<ul style="list-style-type: none"> If a student's 504/IEP plan included supports/goals/instruction for behavior or social emotional learning, the school team must evaluate the student's plan prior to providing instruction through Comprehensive Distance Learning. <p>3. Hold a 504/IEP meeting to determine equitable access to educational opportunities which may include limited on-site instruction, on-site instruction with accommodations, or Comprehensive Distance Learning.</p>	
X	Districts must consider child find implications for students who are not currently eligible for, or receiving services under, a 504/IEP who demonstrate an inability to consistently wear a face covering or face shield as required. Ongoing inability to meet this requirement may be evidence of the need for an evaluation to determine eligibility for support under IDEA or Section 504.	
X	If a staff member requires an accommodation for the face covering or face shield requirements, districts and schools should work to limit the staff member's proximity to students and staff to the extent possible to minimize the possibility of exposure.	Staff will be given the opportunity to teach from a separate location if unable to teach in classroom with a face covering.
X	Protocols for exclusion and isolation for sick students and staff whether identified at the time of bus pick-up, arrival to school, or at any time during the school day.	Isolation room is available.
X	<p>Protocols for screening students, as well as exclusion and isolation protocols for sick students and staff identified at the time of arrival or during the school day.</p> <ul style="list-style-type: none"> Work with school nurses, health care providers, or other staff with expertise to determine necessary modifications to areas where staff/students will be isolated. Consider required physical arrangements to reduce risk of disease transmission. <p>Plan for the needs of generally well students who need medication or routine treatment, as well as students who may show signs of illness.</p>	Before school screening process is in place.
X	<p>Students and staff who report or develop symptoms must be isolated in a designated isolation area in the school, with adequate space and staff supervision and symptom monitoring by a school nurse, other school-based health care provider or school staff until they are able to go home. Anyone providing supervision and symptom monitoring must wear appropriate face covering or face shields.</p> <ul style="list-style-type: none"> School nurse and health staff in close contact with symptomatic individuals (less than six feet) should wear a medical-grade face mask. Other Personal Protective Equipment (PPE) may be needed depending on symptoms and care provided. Consult a nurse or health care professional regarding appropriate use of PPE. Any PPE used during care of a symptomatic individual should be properly removed and disposed of prior to exiting the care space. After removing PPE, hands should be immediately cleaned with soap and water for at least 20 seconds. If soap and water are not available, hands can be cleaned with an alcohol-based hand sanitizer that contains 60-95% alcohol. If able to do so safely, a symptomatic individual should wear a face covering. <p>To reduce fear, anxiety, or shame related to isolation, provide a clear explanation of procedures, including use of PPE and handwashing.</p>	Isolation room is available.
X	Establish procedures for safely transporting anyone who is sick to their home or to a health care facility.	Parents will be notified in the event a student needs to be taken home due to sickness.

1i. ISOLATION MEASURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Protocols for surveillance COVID-19 testing of students and staff, as well as exclusion and isolation protocols for sick students and staff whether identified at the time of bus pick-up, arrival to school, or at any time during the school day.</p> <p>Protections under the ADA or IDEA</p> <p>If any student requires an accommodation to meet the requirement for face coverings, districts and schools should work to limit the student’s proximity to students and staff to the extent possible to minimize the possibility of exposure. Appropriate accommodations could include:</p> <ul style="list-style-type: none"> • Offering different types of face coverings and face shields that may meet the needs of the student. • Spaces away from peers while the face covering is removed; students should not be left alone or unsupervised. • Short periods of the educational day that do not include wearing the face covering, while following the other health strategies to reduce the spread of disease; <p>Additional instructional supports to effectively wear a face covering;</p>	<p>Defer to School Communicable Disease Management Plan for appropriate isolation determination and processes.</p> <p>All students who become ill at school with excludable symptoms will remain at school supervised by staff until parents can pick them up in the designated isolation area. Student will be provided a facial covering (if they can safely wear one). Staff should wear a facial covering and maintain physical distancing, but never leave a child unattended.</p> <p>While exercising caution to maintain (ensure) safety is appropriate when working with children exhibiting symptoms, it is also critical that staff maintain sufficient composure and disposition so as not to unduly worry a student or family.</p> <p>Staff will maintain student confidentiality as appropriate.</p> <p>Daily logs must be maintained containing the following:</p> <ul style="list-style-type: none"> ○ Name of students sent home for illness, cause of illness, time of onset, as per designated communicable disease surveillance logs; and ○ Name of students visiting the office for illness symptoms, even if not sent home, as per routine health logs <p>Staff and students with known or suspected COVID-19 cannot remain at school and should return only after their symptoms resolve and they are physically ready to return to school.</p> <p>In no case can they return before:</p> <ul style="list-style-type: none"> ○ the passage of 14 calendar days after exposure; and ○ symptoms have been resolved for 72 hours without the use of anti-fever medications.
<p>X Protocols for assessment of students, as well as exclusion and isolation protocols for sick students and staff identified at the time of arrival or during the school day.</p> <ul style="list-style-type: none"> • Work with school nurses, health care providers, or other staff with expertise to determine necessary modifications to areas where staff/students will be isolated. • Consider required physical arrangements to reduce risk of disease transmission. • Plan for the needs of generally well students who need medication or routine treatment, as well as students who may show signs of illness. <p>X Students and staff who report or develop symptoms must be isolated in a designated isolation area in the school, with adequate space and staff supervision and symptom monitoring by a school nurse, other school-based health care provider or school staff until they are able to go home. Anyone providing supervision and symptom monitoring must wear appropriate face covering or face shields.</p> <ul style="list-style-type: none"> • School nurse and health staff in close contact with symptomatic individuals (less than 6 feet) should wear a medical-grade face mask. Other Personal Protective Equipment (PPE) may be needed depending on symptoms and care provided. Consult a nurse or health care professional regarding appropriate use of PPE. Any PPE used during care of a symptomatic individual should be properly removed and disposed of prior to exiting the care space, and hands washed after removing PPE. • If able to do so safely, asymptomatic individuals should wear a face covering. 	<p>Isolation room is available. PPE is provided.</p>

<ul style="list-style-type: none"> To reduce fear, anxiety, or shame related to isolation, provide clear explanation of procedures, including use of PPE and handwashing. 	
X Establish procedures for safely transporting anyone who is sick to their home or to a health care facility.	Parents will be notified in the event a student needs to be taken home due to sickness.
X Staff and students who are ill must stay home from school and must be sent home if they become ill at school, particularly if they have COVID-19 symptoms. <ul style="list-style-type: none"> Symptomatic staff or students should seek COVID-19 testing from their regular physician or through the local public health authority. If they have a positive COVID-19 viral (PCR) test result, the person should remain home for at least 10 days after illness onset and 72 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving. <ul style="list-style-type: none"> Alternatively, a person who had a positive viral test may return to school when they have received two subsequent negative COVID-19 viral tests at least 24 hours apart and 72 hours have passed since fever is gone, without use of fever reducing medicine, and other symptoms are improving If they have a negative COVID-19 viral test (and if they have multiple tests, all tests are negative), they should remain home until 72 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving. If they do not undergo COVID-19 testing, the person should remain home until 72 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving. 	Staff and students who are ill will be required to stay home. If they become ill at school, they should seek COVID-19 testing and follow all necessary guidelines and protocols before returning to school.
X Involve school nurses, School Based Health Centers, or staff with related experience (Occupational or Physical Therapists) in development of protocols and assessment of symptoms (where staffing exists).	Protocols were reviewed by local health staff.
X Record and monitor the students and staff being isolated or sent home for the LPHA review.	Administration will record and monitor students and staff while isolated until ill individual has left the campus.



2. Facilities and School Operations

Some activities and areas will have a higher risk for spread (e.g., band, choir, science labs, locker rooms). When engaging in these activities within the school setting, schools will need to consider additional physical distancing or conduct the activities outside (where feasible). Additionally, schools should consider sharing explicit risk statements for higher risk activities (see section 5f of the *Ready Schools, Safe Learners* guidance).

2a. ENROLLMENT

OHA/ODE Requirements	Hybrid/Onsite Plan
X Enroll all students following the standard Oregon Department of Education guidelines.	All students will be enrolled following the Oregon Department of Education guidelines.
X Do not disenroll students for non-attendance if they meet the following conditions: <ul style="list-style-type: none"> Are identified as high-risk, or otherwise considered to be part of a population vulnerable to infection with COVID-19, or 	No student will be dropped for non-attendance if they meet the following conditions: <ul style="list-style-type: none"> Are identified as vulnerable, or otherwise considered to be part of a population vulnerable to infection with COVID-19

- Have COVID-19 symptoms for 10 consecutive school days or longer.

- Have COVID-19 symptoms for the past 14 days

X Design attendance policies to account for students who do not attend in-person due to student or family health and safety concerns.

2b. ATTENDANCE

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X On-Site school students: Full-time and part-time students follow normal reporting policy and procedures.</p> <p>X Full-Time Online and/or Hybrid school students: Full-time students who are enrolled in school and taking online and/or hybrid courses only are reported on an FTE basis using a standard record (ADMProgTypCd = 01) as identified in the Oregon Cumulative Average Daily Membership (ADM) Manual. This is an existing policy previously used in the online setting. As such, there should not be any need to reprogram student information systems to accommodate for this change and the addition of the hybrid setting.</p> <ul style="list-style-type: none"> ● Note: Because the students in the online and/or hybrid setting do not regularly attend classes at the district facilities, the standard procedures for recording student days present and days absent cannot be effectively applied to those students. This will reduce accuracy of attendance data for the state while this is in effect. ● For the purposes of this section, please use the following definition and clarification: Online and/or Hybrid Check-in: The responsibility of taking attendance must be performed by the teacher of record. "Check-ins" with appropriately licensed instructional staff are two-way communications between the student and the teacher. A check-in does not include a student leaving a message on an answering machine or sending an email that does not receive a response from the appropriately licensed instructional staff by the end of the next school day. ● The student must check-in at least twice a week with their teacher(s) of record on at least two separate weekdays in order to be counted as present for all five days of that week. ● If the student only checks in once during the week, the student must be counted as absent for half of the scheduled week (2.5 days, if there are 5 days scheduled in the week). ● The student must be counted as absent for the entire week (5 days, if there are 5 days scheduled in the week) if they do not report in at all during the week. ● Note: If a district schedule is based on a 4-day school week, the student would still need to check in twice a week as described above in order to be counted as present for the entire week (4 days) and once a week to be counted as present for half of the week (2 days). ● Days in attendance may not be claimed for days in which the student did not have access to appropriately licensed instructional staff. The purpose of the rule regarding checking in with the teacher of record is to assure that the teacher can evaluate whether the student is making adequate progress in the course and the student has additional guaranteed opportunities to engage with a teacher. The responsibility of taking attendance must be performed by the teacher of record, not another staff member (e.g., the registrar or school secretary). 	<p>Attendance will be taken twice per week following ODE guidance.</p> <ul style="list-style-type: none"> ● Two-way "check-ins" will be performed a minimum of one additional day of the week outside of on-site instructional days. ● Attendance policies and plans will encourage staff and students to stay home if someone in their house is sick. ● Teachers will notify the principal when the absence rate has increased by 20% or more. ● The principal will report this increase to the District. ● Teachers will use the Respiratory Surveillance spreadsheet to document students with respiratory illness.

X **Part-time students receiving online and/or hybrid instruction (not college courses):** Students who are not enrolled full-time and are taking online and/or hybrid courses offered by the school district or charter school are reported as large group instruction (program type 4), unless they are an ESD-registered homeschooled or private school student receiving supplemental coursework in public school, which are reported as shared time (program type 9). The district may count up to 1 hour per day per course taken, provided appropriately licensed teachers for the coursework taken, are available and accessible to the student during regular business hours on each school day to be claimed. Because this is online and/or hybrid instruction, attendance is based on check-ins with the student's appropriately licensed teacher(s) of record at least two times (on different days) during the school week.

--

2c. TECHNOLOGY

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Update procedures for district-owned devices to match cleaning requirements (see section 2d of the <i>Ready Schools, Safe Learners</i> guidance).</p> <p>X Procedures for return, inventory, updating, and redistributing district-owned devices must meet physical distancing requirements.</p>	<p>Clean and sanitize each device brought in for updates, repair, return, inventory, or redistribution.</p> <p>Continue Google Classroom work to facilitate continuous learning experiences that occur on-site and in a distance learning setting (off-site); include options for digital learning and provision for non-digital distance learning where internet and computers will not be available.</p> <p>Update family survey: collect information about the numbers, types, and condition of devices used in their homes to support remote learning.</p> <p>Share the list of all the software and student-facing technology solutions with families.</p> <p>Plan for adequate technology at home for off-site working, teaching, and learning.</p> <p>Review technology policies and data privacy policies and update if needed.</p>

2d. SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Handwashing: All people on campus should be advised and encouraged to wash their hands frequently.</p> <p>X Equipment: Develop and use sanitizing protocols for all equipment used by more than one individual or purchase equipment for individual use.</p> <p>X Events: Cancel, modify, or postpone field trips, assemblies, athletic events, practices, special performances, school-wide parent meetings and other large gatherings to meet requirements for physical distancing.</p> <p>X Transitions/Hallways: Limit transitions to the extent possible. Create hallway procedures to promote physical distancing and minimize gatherings.</p> <p>X Personal Property: Establish policies for personal property being brought to school (e.g., refillable water bottles, school supplies, headphones/earbuds, cell phones, books, instruments, etc.). If personal items are brought to school, they must be labeled prior to entering school and use should be limited to the item owner.</p>	<p>Handwashing:</p> <ul style="list-style-type: none"> ○ Students and faculty will be advised to wash their hands for more than 20 sec with soap after entering each classroom, after using the restroom, before and after meals, upon returning from outside activities. <p>Equipment:</p> <ul style="list-style-type: none"> ○ All equipment including, but not limited to, laptop computers, books, resource materials, scissors, pens, and pencils shall be assigned to individual students for their sole use. ○ Recreation equipment such as balls, jump ropes and other equipment will be assigned to cohorts for their individual and sole use. <p>Events:</p> <ul style="list-style-type: none"> ○ All events such as field trips, assemblies, performances and school wide meetings will be cancelled until further

	<p>notice.</p> <p>Transitions/Hallways:</p> <ul style="list-style-type: none"> ○ Hallway traffic flow will be clearly marked for each cohort group including entrance, exits and distance awareness protocols. <p>Personal Property:</p> <ul style="list-style-type: none"> ○ Each classroom will have a limit on the number of personal items brought in to school. A full list will be sent home prior to class starting with allowable items (e.g., refillable water bottles, school supplies, headphones/earbuds, books, etc.). If personal items are brought to school, they must be labeled prior to entering school and not shared with other students.
--	--

2e. ARRIVAL AND DISMISSAL

OHA/ODE Requirements	Hybrid/Onsite Plan
X Physical distancing, stable cohorts, square footage, and cleaning requirements must be maintained during arrival and dismissal procedures.	Students will have designated and staggered arrival and dismissal times based on last name to accommodate families with students in different cohort groups.
X Create schedule(s) and communicate staggered arrival and/or dismissal times.	Mark specific areas and designate one-way traffic flow for transitions of traffic for vehicles and on-foot.
X Assign students or cohorts to an entrance; assign staff member(s) to conduct visual screenings (see section 1f of the <i>Ready Schools, Safe Learners</i> guidance).	Students will have designated and staggered arrival and dismissal times based on last name to accommodate families with students in different cohort groups.
X Develop sign-in/sign-out protocol to help facilitate contact tracing: <ul style="list-style-type: none"> ● Eliminate shared pen and paper sign-in/sign-out sheets. ● Ensure hand sanitizer is available if signing children in or out on an electronic device. 	Social distancing protocols are still maintained in this process with the unique entrances provided to each cohort.
X Install hand sanitizer dispensers near all entry doors and other high-traffic areas.	Each teacher will use a sign-in/sign-out protocol to help facilitate contact tracing. <ul style="list-style-type: none"> ○ Staff will fill in the information and not allow shared pen/paper. ○ Hand sanitizer will be available at reception to use in conjunction with arrival/dismissal and sign-in/sign-out.
X Establish and clearly communicate procedures for keeping caregiver drop-off/pick-up as brief as possible.	Handwashing stations or hand sanitizer dispensers will be placed near all entry doors and other high-traffic areas.
	Share with families the need to keep drop-off/pick-up interactions as brief as possible.

2f. CLASSROOMS/REPURPOSED LEARNING SPACES

OHA/ODE Requirements	Hybrid/Onsite Plan
X Seating: Rearrange student desks and other seat spaces to at least six feet apart; assign seating so students are in the same seat at all times.	Seating: Rearrange student desks and tables to at least six feet apart; assign seating so students are in the same seat at all times.
X Materials: Avoid sharing of community supplies when possible (e.g., scissors, pencils, etc.). Clean these items frequently. Provide hand sanitizer and tissues for use by students and staff.	Materials: Each classroom will limit sharing of community supplies when possible (e.g., scissors, pencils, etc.). If needed to share, these items will

- X **Handwashing:** Remind students through signage and regular reminders from staff of the utmost importance of hand hygiene and respiratory etiquette. Respiratory etiquette means covering coughs and sneezes with an elbow or a tissue. Tissues should be disposed of and hands washed or sanitized immediately.
- Wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol.

be cleaned frequently. Hand sanitizer and tissues will be available for use by students and staff

Handwashing: Post age appropriate signage and provide regular reminders for hand washing.

Classroom Procedures: All classes will use an assigned cubby or storage spaces for individual student belongings.

Seating: Each class and hallway will have visual aids (e.g., painter's tape, stickers, etc.) to illustrate traffic flow, appropriate spacing, assigned seating areas.

Environment: When possible, windows will be open in the classroom before students arrive and after students leave.

2g. PLAYGROUNDS, FIELDS, RECESS, AND BREAKS

OHA/ODE Requirements	Hybrid/Onsite Plan
X Keep school playgrounds closed to the general public until park playground equipment and benches reopen in the community (see Oregon Health Authority's Specific Guidance for Outdoor Recreation Organizations).	Play area will remain closed to the public until OHA allows.
X After using the restroom students must wash hands with soap and water for 20 seconds. Soap must be made available to students and staff.	Students must wash hands before and after using playground equipment.
X Before and after using playground equipment, students must wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol.	Cohorts may use the play area for recess on a rotating schedule throughout the school day.
X Cleaning requirements must be maintained (see section 2j of the Ready Schools, Safe Learners guidance).	Recess activities will be planned to support physical distancing and maintain stable cohorts. This can include limiting the number of students on one piece of equipment, at one game, etc
X Maintain physical distancing requirements, stable cohorts, and square footage requirements.	All playground equipment will be disinfected daily and in between each cohort group.
X Provide signage and restrict access to outdoor equipment (including sports equipment, etc.).	Cohorts may use the play area for recess on a rotating schedule throughout the school day.
X Design recess activities that allow for physical distancing and maintenance of stable cohorts.	Play area will remain closed to the public until allowed to re-open.
X Clean all outdoor equipment between cohorts.	Given the lessened capacity for equipment use due to cohorting and physical distancing requirements, teachers will need to set expectations for shared use of equipment by students and may need to support students.
Limit staff rooms, common staff lunch areas, and workspaces to single person usage at a time, maintaining six feet of distance between adults.	Cleaning requirements must be maintained; refer to section 2j.
	Teachers will remain in their classrooms to eat.

2h. MEAL SERVICE/NUTRITION

OHA/ODE Requirements	Hybrid/Onsite Plan
X Include meal services/nutrition staff in planning for school reentry.	All meals will be eaten in the classroom or dedicated cohort space.
X Staff serving meals must wear face shields or face covering (see section 1h of the Ready Schools, Safe Learners guidance).	No meals are prepared on site. Students will serve themselves.
X Students must wash hands before meals and should be encouraged to do so after.	All students must wash hands prior to meals. If possible, students will wash hands in the classroom. If not, follow hallway and restroom procedures above
X Appropriate daily cleaning of meal items (e.g., plates, utensils, transport items) in classrooms where meals are consumed.	Students will not share utensils or other items during meals.
X Cleaning and sanitizing of meal touch-points and meal counting system between stable cohorts.	Each table/desk will be cleaned prior to meals being consumed.
X Adequate cleaning of tables between meal periods.	Each table/desk will be cleaned prior to meals being consumed.

Since staff must remove their face coverings during eating and drinking, staff should eat snacks and meals independently, and not in staff rooms when other people are present. Consider staggering times for staff breaks, to prevent congregation in shared spaces.

Staff will eat meals at their desk in the classrooms with their cohorts.

2i. TRANSPORTATION

OHA/ODE Requirements	Hybrid/Onsite Plan
X Include transportation departments (and associated contracted providers, if used) in planning for return to service.	Not applicable. Our school does not provide transportation services or partner with a third party provider.
X Buses are cleaned frequently. Conduct targeted cleanings between routes, with a focus on disinfecting frequently touched surfaces of the bus (see section 2j of the <i>Ready Schools, Safe Learners</i> guidance).	Not applicable. Our school does not provide transportation services or partner with a third party provider.
X Develop protocol for loading/unloading that includes visual screening for students exhibiting symptoms and logs for contact-tracing. <ul style="list-style-type: none"> If a student displays symptoms, provide a face shield or face covering and keep student at least six feet away from others. Continue transporting the student. <ul style="list-style-type: none"> If arriving at school, notify staff to begin isolation measures. If transporting for dismissal and the student displays an onset of symptoms, notify the school. 	Not applicable. Our school does not provide transportation services or partner with a third party provider.
X Consult with parents/guardians of students who may require additional support (e.g., students who experience a disability and require specialized transportation as a related service) to appropriately provide service.	Not applicable. Our school does not provide transportation services or partner with a third party provider.
X Drivers wear face shields or face coverings.	Not applicable. Our school does not provide transportation services or partner with a third party provider.
X Inform parents/guardians of practical changes to transportation service (i.e., physical distancing at bus stops and while loading/unloading, potential for increased route time due to additional precautions, sanitizing practices, and face coverings). Face coverings or face shields for all students in grades Kindergarten and up following CDC guidelines applying the guidance in section 1h of the <i>Ready Schools, Safe Learners</i> guidance to transportation settings.	Not applicable. Our school does not provide transportation services or partner with a third party provider.

2j. CLEANING, DISINFECTION, AND VENTILATION

OHA/ODE Requirements	Hybrid/Onsite Plan
X Clean, sanitize, and disinfect frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and shared objects (e.g., toys, games, art supplies) between uses multiple times per day. Maintain clean and disinfected (CDC guidance) environments, including classrooms, cafeteria settings, restrooms, and playgrounds.	All frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains) and shared objects (e.g., toys, games, art supplies) will be cleaned between uses at least 3 times per day.
X Apply disinfectants safely and correctly following labeling direction as specified by the manufacturer. Keep these products away from students. Clean and disinfect playground equipment at least daily or between use as much as possible in accordance with CDC guidance . To reduce the risk of asthma, choose disinfectant products on the EPA List N with asthma-safer ingredients (e.g. hydrogen peroxide, citric acid, or lactic acid) and avoid products that mix these with asthma-causing ingredients like peroxyacetic acid, sodium hypochlorite (bleach), or quaternary ammonium compounds.	All frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and shared objects (e.g., toys, games, art supplies) will be cleaned between uses at least 3 times per day.

<p>X Operate ventilation systems properly and/or increase circulation of outdoor air as much as possible by opening windows and doors, using fans, and through other methods. Do <u>not</u> use fans if they pose a safety or health risk, such as increasing exposure to pollen/allergies or exacerbating asthma symptoms. For example, do not use fans if doors and windows are closed and the fans are recirculating the classroom air.</p>	<p>Ventilation systems will be checked and maintained by maintenance company.</p>
<p>X Consider the need for increased ventilation in areas where students with special health care needs receive medication or treatments.</p>	<p>Ventilation systems will be increased in areas as needed.</p>
<p>X Facilities should be cleaned and disinfected at least daily to prevent transmission of the virus from surfaces (see CDC's guidance on disinfecting public spaces).</p>	<p>All frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and shared objects (e.g., toys, games, art supplies) will be cleaned between uses at least 3 times per day</p>
<p>X Air circulation and filtration are helpful factors in reducing airborne viruses. Consider modification or enhancement of building ventilation where feasible (see CDC's guidance on ventilation and filtration and American Society of Heating, Refrigerating, and Air-Conditioning Engineers' guidance).</p>	<p>Ventilation systems will be checked and maintained by maintenance company.</p>

2k. HEALTH SERVICES

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X OAR 581-022-2220 Health Services, requires districts to “maintain a prevention-oriented health services program for all students” including space to isolate sick students and services for students with special health care needs.</p>	<p>School will provide age appropriate hand hygiene and respiratory etiquette education to endorse prevention. This includes website, newsletter and signage in the school setting for health promotion.</p> <p>School will practice appropriate communicable disease isolation and exclusion measures.</p> <p>Staff will participate in required health services related training to maintain health services practices in the school setting. COVID-19 specific infection control practices for staff and students will be communicated.</p> <p>Review of 504 and IEP accommodations and IHP’s will be advised to address vulnerable populations.</p> <p>Immunization processes will be addressed as per routine timeline, which prioritizes the beginning of the year and new students. Information for immunization clinics will be provided to families.</p> <p>Continuity of existing health management issues will have a plan for sustaining operations alongside COVID-19 specific planning (i.e. medication administration, diabetic care).</p>
<p>X Licensed, experienced health staff should be included on teams to determine district health service priorities. Collaborate with health professionals such as school nurses; SBHC staff; mental and behavioral health providers; physical, occupational, speech, and respiratory therapists; and School Based Health Centers (SBHC).</p>	<p>Health staff will be included in determining policies and priorities.</p>

2I. BOARDING SCHOOLS AND RESIDENTIAL PROGRAMS ONLY

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>Provide specific plan details and adjustments in Operational Blueprints that address staff and student safety, which includes how you will approach:</p> <ul style="list-style-type: none"> • Contact tracing • The intersection of cohort designs in residential settings (by wing or common restrooms) with cohort designs in the instructional settings. The same cohorting parameter limiting total cohort size to 100 people applies. • Quarantine of exposed staff or students • Isolation of infected staff or students <p>Communication and designation of where the “household” or “family unit” applies to your residents and staff</p>	N/A
<p>Review and take into consideration CDC guidance for shared or congregate housing:</p> <ul style="list-style-type: none"> • Not allow more than two students to share a residential dorm room unless alternative housing arrangements are impossible • Ensure at least 64 square feet of room space per resident • Reduce overall residential density to ensure sufficient space for the isolation of sick or potentially infected individuals, as necessary; • Configure common spaces to maximize physical distancing; • Provide enhanced cleaning; <p>Establish plans for the containment and isolation of on-campus cases, including consideration of PPE, food delivery, and bathroom needs.</p>	N/A



3. Response to Outbreak

3a. PREVENTION AND PLANNING

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>X Coordinate with Local Public Health Authority (LPHA) to establish communication channels related to current transmission level.</p> <p>X Establish a specific emergency response framework with key stakeholders.</p>	<p>Coordinate Communication with the Local Public Health Authority.</p> <hr/> <p>When novel viruses are identified in the school setting, and the incidence is low, the local health department will provide a direct report to the district nurse on the diagnosed case. Likewise, the LHD will impose restrictions on contacts.</p> <p>If the region impacted is in South Lane County the Local Health Department (LHD) will provide school-centered communication and will potentially host conference calls.</p> <p>When cases are identified in the local region a response team should be assembled within the district and responsibilities assigned within the school district.</p>

	<p>Identify baseline absentee rates to determine if rates have increased by 20% or more.</p> <p>Temporarily dismiss students attending childcare facilities, K12 schools.</p> <p>Modify, postpone, or cancel large school events as coordinated with LHD.</p> <p>Work with LHD to establish timely communication with staff and families.</p>
X When new cases are identified in the school setting, and the incidence is low, the LPHA will provide a direct report to the district nurse, or designated staff, on the diagnosed case(s). Likewise, the LPHA will impose restrictions on contacts.	School will comply with LPHA guidelines. If school closure is advised by the local public health department, consultation should occur between school administration to ensure legal requirements are met.

3b. RESPONSE

OHA/ODE Requirements	Hybrid/Onsite Plan
X Follow the district's or school's outbreak response protocol. Coordinate with the LPHA for any outbreak response.	<p>See School Communicable Disease Plan</p> <ul style="list-style-type: none"> Should the need for school closure arise, school will immediately implement the Comprehensive Distance Learning for All plan which was established during the Spring 2020 closure. The school administration (w/ nurse advisor) will develop clear communication on the criteria that must be met in order for on-site instruction to resume and relevant timelines with staff, students, and families.
X If anyone who has been on campus is known to have been diagnosed with COVID-19, report the case to and consult with the LPHA regarding cleaning and possible classroom or program closure.	See School Communicable Disease Plan
X Report to the LPHA any cluster of illness (2 or more people with similar illness) among staff or students.	See School Communicable Disease Plan
X When cases are identified in the local region, a response team should be assembled within the district and responsibilities assigned within the district.	See School Communicable Disease Plan
X Modify, postpone, or cancel large school events as coordinated with the LPHA.	Modify, postpone, or cancel large school events as coordinated with LHD.
X If the school is closed, implement Short-Term Distance Learning or Comprehensive Distance Learning models for all staff/students.	Should the need for school closure arise, school will immediately implement the Comprehensive Distance Learning for All program
X Continue to provide meals for students.	Students bring their own meals to school.
X Communicate criteria that must be met in order for On-Site instruction to resume and relevant timelines with families.	Communication will be dispensed to families explaining criteria for resuming On-Site instruction.

3c. RECOVERY AND REENTRY

OHA/ODE Requirements	Hybrid/Onsite Plan
X Plan instructional models that support all learners in Comprehensive Distance Learning.	Should the need for school closure arise, school will immediately implement the Comprehensive Distance Learning for All program
X Clean, sanitize, and disinfect surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and follow CDC guidance for classrooms, cafeteria settings, restrooms, and playgrounds.	All frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and shared objects (e.g., toys, games, art supplies) will be cleaned before returning to campus.
X Communicate with families about options and efforts to support returning to On-Site instruction.	Communication will be dispensed to families explaining options for returning to On-Site instruction.
X Follow the LPHA guidance to begin bringing students back into On-Site instruction.	Before returning to campus, the school will discuss smaller groups, cohorts, and rotating schedules to ensure a safe return.

- Consider smaller groups, cohorts, and rotating schedules to allow for a safe return to schools.



ASSURANCES

*This section must be completed by any public school that is providing instruction through On-Site or Hybrid Instructional Models.
Schools providing Comprehensive Distance Learning Instructional Models do not need to complete this section.
This section does not apply to private schools.*

- We affirm that our school plan has met the requirements from ODE guidance for sections 4, 5, 6, 7, and 8 of the **Ready Schools, Safe Learners** guidance.
- We affirm that we cannot meet all of the ODE requirements for sections 4, 5, 6, 7 and/or 8 of the **Ready Schools, Safe Learners** guidance at this time. We will continue to work towards meeting them and have noted and addressed which requirement(s) we are unable to meet in the table titled “Assurance Compliance and Timeline” below.



4. Equity



5. Instruction



6. Family and Community Engagement



7. Mental, Social, and Emotional Health



8. Staffing and Personnel

Assurance Compliance and Timeline

If a district/school cannot meet the requirements from the sections above, provide a plan and timeline to meet the requirement.

List Requirement(s) Not Met

Provide a Plan and Timeline to Meet Requirements
Include how/why the school is currently unable to meet them

--	--