

School Reopening Plans Template

Name of School

Beehive Elementary

Each School in Granite School District is required to develop local plans for reopening school for in-person instruction in the fall of 2020. In this document, principals, should provide assurance that they have met the specific requirements from the district in their planning process. This document can be used in conjunction with the USBE School Reopening Handbook, which provides recommended considerations to guide planning and additional details. The requirements contained in this template are subject to change and will be updated accordingly.

Contents

Repopulating Schools	
Communication and Training	
Accommodating Individual Circumstances (e.g., High-Risk, Personal Decisions)	
Enhanced Environment Hygiene & Safety	
School Schedules	. :
Monitoring for Incidences	:
Containing Potential Outbreaks	. 4
Preparation Phase	. 4
Quarantine/Isolation Protocol	. 4
Transition Management Preparation	
7 Characteristics of a Situation	
Mitigation Tactics for Specific School Settings	

Repopulating Schools

Communication and Training

District Requirement ("What")

Develop teacher, staff, and student education and training on school's reopening protocol and action plans

- Educate and train students and caregivers on school's protocols and action plan; post and/or make accessible to school community
- Make materials available to families in their respective preferred/primary language

Implementation Plan ("How")

- Develop School reopening protocol and plans including input from SCC, PTA, and Building Leadership Team.
- Share plan with district, community, and staff (letter, email, website).
- KariLee Pate is point of contact person for Beehive Elementary. Contact information is: Phone #(385)646-4768 or Email kpate@graniteschools.org
- Weekly communication with community (update/changes, best practices for preventive care, positive outlook)
- Provide in Spanish & English
- Pre-write statements to be used in case of confirmed cases/outbreak
- Train all staff on protocols/plans (August staff meetings)
- Prepare or procure training videos for staff/students/families

Accommodating Individual Circumstances (e.g., High-Risk, Personal Decisions)

District Requirement ("What")

Create a process for students/families and staff to identify as high risk¹ for severe illness due to COVID-19 and have a plan in place to address requests for alternative learning arrangements

Implementation Plan ("How")

- Develop process for identification as 'high-risk'
- Provide alternate learning as requested
- 'High-risk' employees work with HR & Becki to minimize risk

Systematically review all current plans (e.g., Individual Healthcare Plans, Individualized Education Plans or 504 plans) for accommodating students with special healthcare needs and update their care plans as needed to decrease their risk for exposure to COVID-19

Review Health Care Plans/IEPs/504s to address risk for exposure & accommodate as needed (Prior to start of school)

- Consider emotional/social needs of staff (stress levels, breaks)
- Consider emotional/social needs of students (breaks & peer interaction)

Enhanced Environment Hygiene & Safety

	t Requirement ("What")	Implementation Plan ("How")
Indicate assurance: • Develop increased cleaning and hygiene protoc for custodian, teachers, aides, students		Develop increased cleaning and hygiene protocols

- Faculty/staff/students wear face coverings
- Provide hand sanitizer, soap, water, disinfecting solution & rags in various locations in school
- Provide contact tracing when required by health department
- Disinfect touched surfaces at least twice a day (doorknobs, desks, playground equipment, tables, etc.)
- Have adequate supply of PPE supplies, sanitizer, soap, etc.
- Use floor markings for social distancing expectation
- Individual student lanyard for lunch pin -card & face mask
- Provide disinfectant sprayers /solution for classroom and playground



School Reopening Requirements Template

Teach, review, and monitor protocols for implementing an increased cleaning and hygiene regimen	X	Yes No
Faculty, staff, and students wear	Indicate	assurance:
face coverings (e.g., masks or shields) when physical distancing is	Х	Yes
not feasible		No
Make hand sanitizer, disinfecting wipes, soap and water, or similar	Indicate	assurance:
disinfectant readily available to	Х	Yes
staff/students/visitors in controlled environments to ensure safe use		No

School Schedules

District Requirement ("What")

Communicate and inform all stake holders of the possible school schedules; Dismissal, Modified, and Regular.

Implementation Plan ("How")

Granite School District has three schedules that they are prepared to implement depending on what may be happening due to the virus.

The three schedules are Regular, Modified, and Dismissal.

- With the Regular Schedule students will be allowed to attend every day using the board approved school calendar with increased safety and mitigation measures in place. We plan to use this schedule unless notified a change is required.
- On a Modified Schedule, school will operate on a split A/B schedule M-Th (Half the students in a class will come on Monday/Wednesday and half on Tuesday/Thursday.) Students not receiving face to face instruction will utilize distance learning or paper-based modules. On Fridays, all students will receive distance learning. Teachers will also use Fridays for planning, small group meetings, and interventions. Students would be divided alphabetically so students in the same families can be on the same schedule. Accommodations will be made on a case-by-case basis.
- The third schedule would be a Dismissal. We would only utilize a dismissal for a class, grade, or school, in the event of an outbreak and in consultation with the Health Department.
- Our school could be on any one of these schedules regardless of what color phase the state, county, or city is in.
- These plans will be communicated to all stakeholders through email, website, and hard copy where needed. It will be provided in English & Spanish.

Monitoring for Incidences

District Requirement ("What")	Implem	nentation Plan ("How")
students on protocols for symptom monitoring	 Develop and train all staff on school's protocol for symptom monitoring during August staff meetings Establish a plan to assist families in conducting symptom checking at-home and communicate the plan with families in back to school information Monitor staff/student symptoms and absenteeism carefully Educate & promote "If you feel sick; stay home" Do not allow symptomatic people to physically return to school until they meet health department criteria or are cleared by medical provider Implement more lenient absentee policies Provide options of school checking for symptoms 	
Monitor staff/student symptoms and absenteeism carefully		e assurance:
	Х	Yes
		No
Educate and promote to	Indicate	assurance:
staff/students: "If you feel sick; stay home"	Х	Yes
		No
Do not allow symptomatic individuals to physically return to school unless	Indicate	assurance:
their symptoms are not due to a communicable disease as confirmed	X	Yes
by a medical provider		No



Containing Potential Outbreaks

Preparation Phase District Requirement ("What")

Implementation Plan ("How") Develop and train staff on protocol for containing Develop teacher/staff education and potential outbreaks during August staff meetings (Use training on school's protocol for guidance/protocol from district and health containing potential outbreaks department) Consult with local health department for tracing a positive COVID-19 case Consult with school nurse and district Indicate assurance: regarding procedures for tracing a positive COVID-19 case by an X Yes employee, student, visitor, or those who have come into contact with an No

Quarantine/Isolation Protocol

individual testing positive

District Requirement ("What")	Implen	nentation Plan ("How")
Designate isolation rooms at each	Indicate	e assurance:
school to temporarily house students who are unable to return home	X	Yes
		No
Communicate health and safety	Indicate	e assurance:
issues transparently, while protecting the privacy of students and families	X	Yes
		Yes

Transition Management Preparation

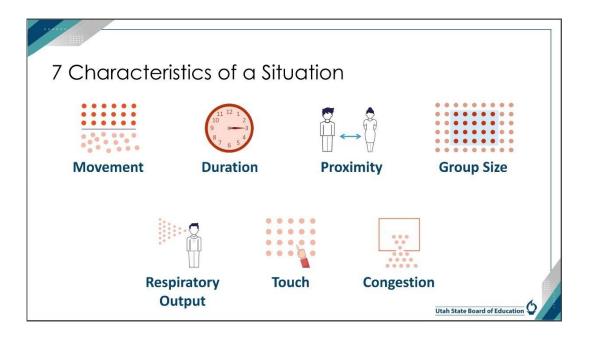
District Requirement ("What")	Implementation Plan ("How")
Develop a communication procedure for students and faculty in the case there is a temporary dismissal	 Develop communication procedure for staff and students in case of reclosure (phone calling tree, text, email, etc.) Provide remote learning via technology or hard copy Distribute pre-written statements in case of confirmed cases/outbreak with impacted staff, families, etc.
Analyze distance learning capabilities	Indicate assurance:
(i.e. need for Wi-Fi or paper learning modules)	X Yes
	□ No

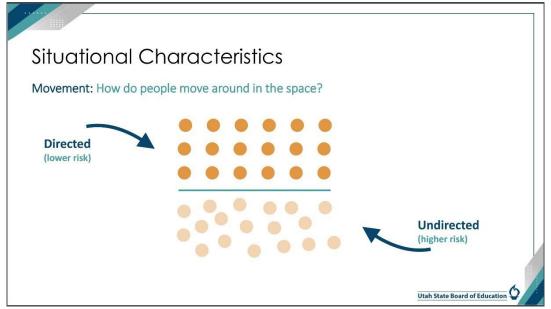


Explore extracurricular/in-person events that may also need to be temporarily postponed/canceled or transitioned to virtual

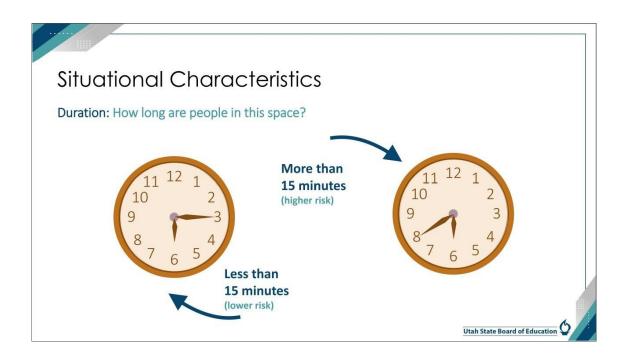
Indicate assurance:			
Х	Yes		
	No		

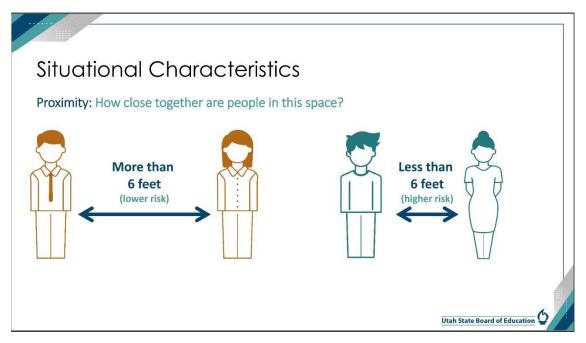
7 Characteristics of a Situation

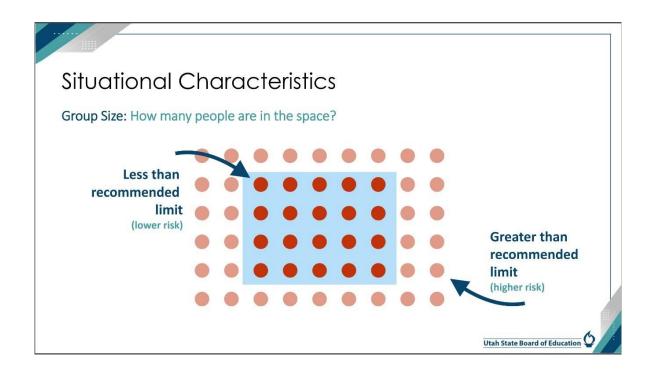


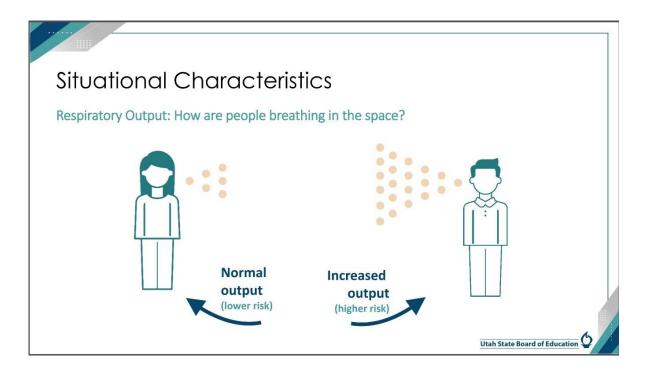




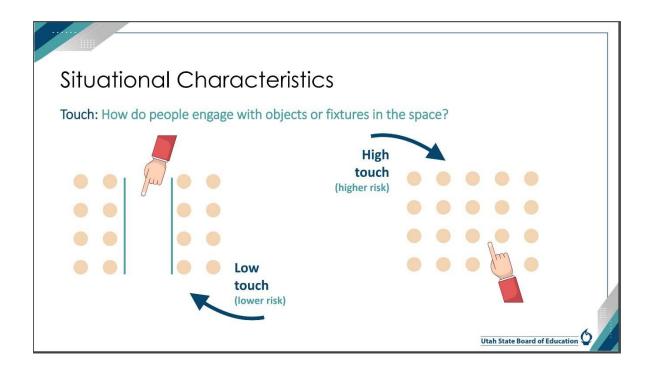


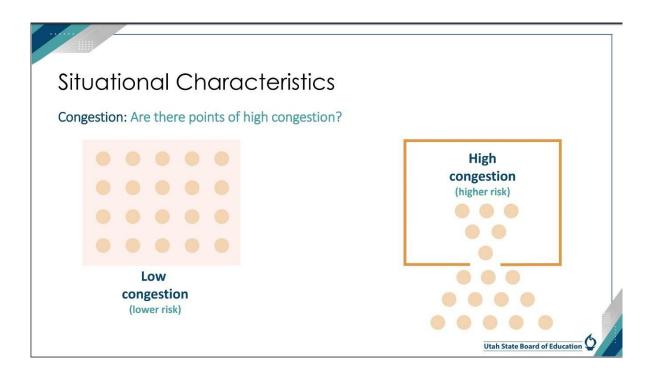














Mitigation Tactics for Specific School Settings

LEA Mitigation Strategies for Specific School Settings

Analyze each of the following settings to determine the appropriate risk mitigation strategies to implement. Please consider the 7 Characteristics of a Situation as you plan your mitigation strategies.

Setting	Mitigation Strategies
Classrooms	 Students required to wear face coverings when engaged in contact longer than 15 minutes or within 6 feet Assigned seating Maximize space between seating/desks Seat students forward Nonessential furniture and equipment out of classrooms to increase distancing footprint Classroom cleaning bucket w/supplies/sprayer Used rags container in each classroom Student water bottles (brought from home/school purchased) Calming bags/multiple per classroom to minimize touch and scheduled sanitation of items daily Dots on floor for lining up in classroom for distancing Individual student books/supplies kept at each desk - no sharing of materials Individual student set of manipulatives when possible with scheduled sanitation of manipulatives after use
Transitions	 Apply floor markings & signage to direct traffic flow and provide distancing indicators Increase time for transitions to minimize number of students in confined areas (one class dismissal at a time) Use alternate methods of providing water/no use of drinking fountains Prop doors open or have door holders to reduce touch Clean high-touch surfaces before/after transitions Require students/staff to wear face coverings during transitions Minimize/monitor congregation of students during transitions

Setting	Mitigation Strategies
Entry/Exit Points	 Designate entry/exit flow paths Limit nonessential visitors/volunteers Establish protocol for any non-regular staff including temperature checking and wearing of face coverings Establish protocols for drop-off/pick-up and communicate to families Hand sanitizer available for both entry/exit Signage encouraging physical distancing Before School - students line up by class at a grade level designated door One class enters at a time keeping appropriate spacing
Transportation	 All drivers and all students will be masked on the bus The ONLY exception is for students with documented health conditions that preclude them from being able to be masked for a short period of time Students who forget district issued cloth masks will be issued a paper one Students who refuse to wear masks will not be allowed entry to the bus All buses will be sanitized between every run of students Driver has a ½ gallon sprayer filled with disinfectant Driver will walk to the back of the bus spraying one side of the bus and walk back to the front spraying the other side Hand sanitizer dispensers will be placed on every bus These are the same dispensers that are located in classrooms and offices in the Granite School District Social distancing is not possible on the bus but is encouraged at the bus stop Students who are ill, or are showing any symptoms must be kept home
Restrooms	 Signage and instruction on proper hand hygiene Regularly scheduled cleaning for high touch areas Scheduled bathroom breaks for individual classes to reduce congestion Minimize number of individuals in restroom (hooks on wall for bathroom pass - no more than 2 allowed in bathroom at a time) during non-scheduled restroom needs Floor markings to identify physical distancing while waiting Require mask use while in restroom

Setting	Mitigation Strategies
Lunch/Cafeterias	 Floor markings and signage to designate serving line flow paths No self-service bars Food servers wear face covering Students/staff use sanitizer before/after meals Increase cleaning & disinfecting of high touch surfaces/disinfecting of tables between each class Use outdoor areas for eating when possible and monitor social distancing Assigned seating by class at lunch tables Wear masks when in line Reduce # of students seated at a table/assigned seats Home lunch students at start of class line-up (go directly to table to reduce congestion and group size) Encourage students to bring disposable packaging for their home lunch. Employ use of lunch pin cards to eliminate use of pin pad (surface touch)
Large Group Gatherings (e.g. assemblies, performances)	 Cancel or limit nonessential assemblies Record assemblies to be viewed in classrooms/at home Hold virtual meetings when possible Wear face coverings when at large group gatherings Maximize use of space for social distancing in group gatherings
Unique Courses with Higher Risk of Spread	 Build in time for sanitation between sessions/use 'Art-on-the-Move' service pattern or sanitation of art room between classes Outdoor PE when weather permits Assign "spots" for distancing during PE

Setting	Mitigation Strategies
Recess and Playground	 Alternate use of outdoor spaces/class assigned to designated area of play such as field, playground equipment, blacktop Disinfect playground and equipment between use Require use of face covering when social distancing is not possible * Hand sanitize as students exit and enter the building * Teach, remind, and monitor large groups while outside * Inside recess days students will have an independent activity that they can do in their assigned classroom seat as teacher/playground aides monitor.
Special Education, Related Services, or School Counseling (e.g. School Psychologist, Speech Language Pathologist, etc.)	 Plexiglass, face shields, or auxiliary aids for one-on-one close contact (Speech, Psychologist, Social Worker, SpEd teacher and Paraprofessional) Offer reasonable accommodations for students who are unable to wear face coverings
PD/Faculty Meetings	 Employ the use of social distancing during faculty meetings or staff professional development Conduct virtual meetings when possible/effective Require staff to wear face covering Provide hand sanitizer upon entering and exiting Provide individual supplies (pencils, pen, post-it notes) if needed Sanitize touch surfaces after meeting

Setting	Mitigation Strategies
Before/After Student Supervision	 Encourage students to arrive to school at appropriate time Schedule staff supervision before and after school outside Signage around building to remind patrons/students of face coverings and physical distancing guidelines
Drop Off/Pick Up Areas	 Communicate school protocol/plan for drop-off/pick-up (location in front of school/traffic flow pattern) Encourage parents to stay in cars when dropping off or picking up students Encourage students to move to their entry location following social distancing and wearing face covering Designate entry/exit flow paths to minimize congestion – Each grade level assigned to a specific entry/exit location Before School - students line up by class at a grade level designated door standing on social distancing markers (one grade level per entry way) One class enters at a time keeping appropriate spacing Limit nonessential visitors/volunteers Establish protocol for any non-regular staff including temperature checking and wearing of face coverings Hand sanitizer available for both entry/exit Signage encouraging physical distancing
Front Office	 Limit number of individuals in front office area at a time (to reduce congestion) Require wearing of face covering in office area Provide social distancing markers in office and entry way Provide hand sanitizer upon entry and exit Prop open entry door to minimize touch Scheduled sanitation of touch surfaces in office Request parents wait outdoors when checking out student early from school (while waiting for child to come to office) Use gloves when handling materials delivered to the office (student work/materials, notes, donations, etc.)

Setting	Mitigation Strategies
P/T or SEP Conferences	 Staggered schedule that allows for virtual or in-person conference time Require wearing face covering during in-person conferences Provide hand sanitizer upon entry/exit of meeting Sanitize touch surfaces after each in-person conference
Safety and Fire Drills	 Develop protocol and train staff/students for exiting building during fire drills Schedule fire drills and inform teachers of date/time Scheduled drills protocol will have staff/students exiting the building in a slower, distancing, reduced congestion manner If the fire alarm sounds when it is not a scheduled drill, teachers/students exit building quickly (priority is fire safety vs COVID) Lockdown and earthquake drills will be conducted as normal
Patron Meetings	 Patron meetings with staff/administration by appointment only Practice social distancing where possible Provide hand sanitizer upon entry/exit meeting Require face coverings Sanitize touch surfaces after meetings Hold virtual patron meetings when and where possible and appropriate

Setting	Mitigation Strategies
Library/Media Centers	 Follow district guidelines/plans for service of library Utilize SORA digital library and Destiny online catalog Returned library books will be stored in bin for 4 days before being recirculated Maximize space in library for social distancing Require face covering while in the library Scheduled sanitization of touch surfaces during day
IEP/Special Ed Meetings	 Follow social distancing and require face coverings Provide hand sanitizer upon entry/exit of in-person meetings Sanitize touch surfaces after meeting Schedule/hold virtual meetings where and when possible
Multi-Purpose Room	Maximize social distancing when using multi-purpose room Schedule single-class use of room when available

Setting	Mitigation Strategies
PE/BTS classes	 Follow district guidelines/plans for service of art and PE Require wearing of face coverings for staff and students Sanitize surfaces and equipment between classes
Hallways	 Apply floor markings for flow pattern and distancing in each hallway of school Teach "Single-file, face forward" protocol for walking in hallways Limit number of classes in hallway at a time Adult supervision/monitoring of students when transitioning in hallway to new location