

School Reopening Plans Template

Name of School

Taylorsville 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.

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Repopulating Schools

Communication and Training

District Requirement (“What”)	Implementation Plan (“How”)
<p>Develop teacher, staff, and student education and training on school’s reopening protocol and action plans</p> <ul style="list-style-type: none"> • 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 	<p>On June 24, 2020 we met with every principal and shared with them a framework for them to use as a guide to develop their own school reopening plans. The following documents were used to provide guidance; USBE Reopening Requirements and Recommendations, Governor’s Office Phased Guidelines v4.7, Leavitt Partners Mitigating Risks Framework, and Granite School Districts’ COVID Response Phases.</p> <p>Training has been and will continue to be provided to principals in coaching sessions and small group meetings from their directors.</p> <p>The GSD communications department and each school will send out information to parents indicating how they can access both the district’s plan and each school’s individualized plans in their preferred/primary language.</p> <p>School Reopening plans will be due August 3, 2020 for review and approval by their director. A link to their plans will be located on each school’s website for parents, students and teachers.</p> <p>Each school LEA will provide training to their teachers and staff during the first week back, August 17-21.</p> <p>Administrators, teachers, and staff will provide clear guidance/training for expectations/procedures to students the first few days of school. They will continue to reinforce teach and re-teach throughout the school year.</p> <p>Each School LEA (Principal) will be the point of contact for questions or specific concerns</p>

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

District Requirement (“What”)	Implementation Plan (“How”)
<p>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</p>	<p>We will share our plans for mitigating risk factors. For those students/families that would prefer to participate in distance learning they may fill out a form letting us know their desire to do so and we will accommodate their request.</p> <p>Staff that identify as high risk may reach out to our Human Resource Department and we will provide reasonable accommodations.</p>
<p>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</p>	

Enhanced Environment Hygiene & Safety

District Requirement (“What”)

Implementation Plan (“How”)

	Indicate assurance:
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School Reopening Requirements Template

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

School Schedules

District Requirement (“What”)	Implementation Plan (“How”)
Communicate and inform all stakeholders of the possible school schedules; Dismissal, Modified, and Regular.	<p>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 K-12 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 most of the time. The only time we would utilize another schedule for an individual class, grade, school, or the district, is if we were recommended to do so by the Health Department, the Governor’s office, or the USBE.</p> <p>If it is deemed necessary that we reduce the number of students that are attending school, we will utilize a modified schedule. On a Modified Schedule, schools would 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 K-12 so students in the same families can be on the same schedule. Accommodations will be made on a case-by-case basis.</p> <p>The third schedule would be a dismissal. We would only utilize a dismissal for a class, grade, school, or the district in the event of an outbreak and in consultation with the Health Department.</p> <p>These schedules allow for optimal flexibility and are aligned K-12 to best accommodate the students and families we serve. Any of these schedules may be done district wide or on an individual school basis. The district, or an individual school, grade, or class,</p>

	could be on any one of these schedules regardless of what color phase the state, county, or city is in.
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Monitoring for Incidences

District Requirement (“What”)	Implementation Plan (“How”)
Train/Educate teachers, staff, and students on protocols for symptom monitoring	<p>We will adopt the new Utah School Nurse Association (USNA) protocol for symptom monitoring.</p> <ul style="list-style-type: none"> These protocols will be emailed to all GSD staff. School nurses will verify each site administrator has the protocols and answer questions. <p>Principals will review these protocols in opening staff meetings.</p>
Monitor staff/student symptoms and absenteeism carefully	<p>Indicate assurance:</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
Educate and promote to staff/students: “If you feel sick; stay home”	<p>Indicate assurance:</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
Do not allow symptomatic individuals to physically return to school unless their symptoms are not due to a communicable disease as confirmed by a medical provider	<p>Indicate assurance:</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>

School Reopening Requirements Template

Containing Potential Outbreaks

Preparation Phase

District Requirement ("What")	Implementation Plan ("How")				
Develop teacher/staff education and training on school's protocol for containing potential outbreaks	Each school is required to establish a sick room as well as an isolation/quarantine room for suspected exposure. All suspected cases will be reported to the school administrator who will contact the school nurse. The school nurse will then work with the local health department to verify positive cases, provide information for contact tracing, and to establish next steps recommendations for the school (i.e. patron and staff communications, enhanced cleaning in designated areas, prevention education, and determination of other actions needed to prevent an outbreak).				
Consult with school nurse and district regarding procedures for tracing a positive COVID-19 case by an employee, student, visitor, or those who have come into contact with an individual testing positive	Indicate assurance: <table border="1" style="width: 100%; margin-top: 5px;"> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Yes</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>No</td> </tr> </table>	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input checked="" type="checkbox"/>	Yes				
<input type="checkbox"/>	No				

Quarantine/Isolation Protocol

District Requirement ("What")	Implementation Plan ("How")				
Designate isolation rooms at each school to temporarily house students who are unable to return home	Indicate assurance: <table border="1" style="width: 100%; margin-top: 5px;"> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Yes</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>No</td> </tr> </table>	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input checked="" type="checkbox"/>	Yes				
<input type="checkbox"/>	No				
Communicate health and safety issues transparently, while protecting the privacy of students and families	Indicate assurance: <table border="1" style="width: 100%; margin-top: 5px;"> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Yes</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Yes</td> </tr> </table>	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	Yes				
<input type="checkbox"/>	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	The school LEA will work with their director and the school nurse for guidance in communication to students, faculty, and patrons. Based on that direction, Taylorsville Elementary will utilize the Blackboard tool to email, text and call out to our community. We will post updates on our website and FaceBook page as well. Whenever possible, we will also send an English/Spanish notification home with students before they leave.		
Analyze distance learning capabilities (i.e. need for Wi-Fi or paper learning modules)	Indicate assurance: <table border="1" style="width: 100%; margin-top: 5px;"> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Yes</td> </tr> </table>	<input checked="" type="checkbox"/>	Yes
<input checked="" type="checkbox"/>	Yes		

No



7 Characteristics of a Situation

Explore extracurricular/in-person events that may also need to be temporarily postponed/canceled or transitioned to virtual	Indicate assurance:
	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

7 Characteristics of a Situation

7 Characteristics of a Situation

- Movement**: Represented by a grid of red dots with a horizontal line through the middle.
- Duration**: Represented by a clock face.
- Proximity**: Represented by two stylized human figures with a double-headed arrow between them.
- Group Size**: Represented by a large grid of red dots.
- Respiratory Output**: Represented by a stylized human figure with a cloud of red dots above their head.
- Touch**: Represented by a grid of red dots with a hand icon pointing to one of the dots.
- Congestion**: Represented by a square box containing a cluster of red dots.

Utah State Board of Education

Situational Characteristics

Movement: How do people move around in the space?

Directed (lower risk): Shown as a grid of orange dots with a blue arrow pointing to the left.

Undirected (higher risk): Shown as a scattered group of orange dots with a blue arrow pointing to the right.

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7 Characteristics of a Situation

Situational Characteristics

Duration: How long are people in this space?

More than 15 minutes (higher risk)

Less than 15 minutes (lower risk)

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Situational Characteristics

Proximity: How close together are people in this space?

More than 6 feet (lower risk)

Less than 6 feet (higher risk)

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7 Characteristics of a Situation

Situational Characteristics

Group Size: How many people are in the space?

Less than recommended limit (lower risk)

Greater than recommended limit (higher risk)

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Situational Characteristics

Respiratory Output: How are people breathing in the space?

Normal output (lower risk)

Increased output (higher risk)

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7 Characteristics of a Situation

Situational Characteristics

Touch: How do people engage with objects or fixtures in the space?

Low touch
(lower risk)

High touch
(higher risk)

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Situational Characteristics

Congestion: Are there points of high congestion?

Low congestion
(lower risk)

High congestion
(higher risk)

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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	<ul style="list-style-type: none"> • Students and teacher are to wear face coverings when engaged in contact longer than 15 minutes or within 6 feet • Assign seats in classroom, small group, and specials • Maximize space between seating/desks • Seat students forward • Nonessential furniture and equipment out of classrooms to increase distancing footprint • Classroom cleaning bucket w/supplies • Used rags container • Student water bottles (brought from home/school purchased) • Dots for lining up in classroom for distancing • Individual student books/supplies kept at each desk - no sharing
Transitions	<ul style="list-style-type: none"> • Limit transitions • Hallway-walk on the right side of the hall, no touching the walls • Students will sanitize hands before leaving and after returning to class • Increase time for transitions • 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 • Designate traffic pattern flows in classrooms and other school areas

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Entry/Exit Points	<ul style="list-style-type: none"> • Each grade level will be assigned an entry/exit door • Designate entry/exit flow patterns • Doors will be propped open by teachers as student enter and exit • Teachers will walk students in and out of the doors. • Students will enter and exit in a single file line, arm’s length apart • Visitors/volunteers will be required to have pre-approval from the principal • Follow district protocol for any non-regular staff including temperature checking and wearing face coverings • Establish protocols for drop-off/pick-up and communication to families • Hand sanitizer available for both entry/exit • Before School - students line up by class at a grade level designated door • One class enters at a time keeping appropriate spacing
Transportation	<ul style="list-style-type: none"> • Social distancing will be expected at bus stops • All student on busses must wear face coverings • Students will be assigned seats on the bus
Restrooms	<ul style="list-style-type: none"> • Signage and instruction on proper hand hygiene posted • Regularly scheduled cleaning for high touch areas • Scheduled bathroom breaks for individual classes • Minimize number of individuals in restroom • Encourage mask use while in restroom • Classroom sign in/out procedures to allow for contact tracing

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Lunch/Cafeterias	<ul style="list-style-type: none"> • Students will visit restrooms and wash hands before entering • Students enter through west doors • Lunch secretary will enter students who choose a school lunch. Keypad will not be used • Students pick up lunches from those serving • No self-service bars • Food servers will wear face coverings • Increased cleaning and sanitizing of high touch surfaces • Distance seating areas marked on lunch tables • Students sit in assigned seat by class • Students will be facing forward • Students are dismissed by table to dispose of garbage • Students exit out the gym doors to recess
Large Group Gatherings (e.g. assemblies, performances)	<ul style="list-style-type: none"> • Cancel or limit nonessential assemblies • Virtual assemblies broadcasted to school and home
Unique Courses with Higher Risk of Spread	<ul style="list-style-type: none"> • Build in time for sanitation between sessions/use • Push-in service pattern • Outdoor PE when weather permits

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Recess and Playground	<ul style="list-style-type: none"> • One grade level bathroom break before recess. • Once outside must stay outside. • Classes enter and exit to playground through designated grade level doorways to ensure decrease in congested areas • Doors will be propped open by a door stopper • Playground equipment will not be in use for grades 3-6 • Disinfect Kindergarten playground between use, to the highest degree possible • Students assigned to activity groups. • Activity groups rotate through activities together. • Sports equipment is sanitized between grade level groups. • When classes line up, students face forward with as much distance as possible between students • Student will wash hands before and after each recess
Special Education, Related Services, or School Counseling (e.g. School Psychologist, Speech Language Pathologist, etc.)	<ul style="list-style-type: none"> • Face shields or desk plexiglass partitions used • Offer reasonable accommodations for students who are unable to wear face covering • Speech sessions one-on-one with distance when appropriate • Special education services as push-in to the highest degree possible, when push-in is not possible ensure pull out groups disinfect before and after each group and adhere to social distancing guideline
PD/Faculty Meetings	<ul style="list-style-type: none"> • Use of face coverings • Limit number of participants in grade level PLC's • Social distancing in the gym or large group meeting room when needed

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Before/After School Student Supervision	<ul style="list-style-type: none"> -Teachers will be assigned areas to supervise along with a hired playground aid. -Masks will be required -Parents will be encouraged to drop their students off as close as they can to 9a -Parents will be encouraged to wait in their cars or social distanced in front of our building vs in the back with their children to eliminate contact with other students -Playground will be shut down to students in the morning. They will be asked to line up with marked social distancing spots in their assigned area and wait until the bell rings
Drop Off/Pick Up Areas	<ul style="list-style-type: none"> -Assigned dismissal times will be created for each grade level. -Teachers will be expected to stay with their students until students have left school property -Social distancing and masks will be enforced and required of students and staff -Patrons also be required to wear face coverings when out of their vehicle and on school property -Parents will be encouraged to stay in their vehicles to avoid contact with students
Front Office	<ul style="list-style-type: none"> -Hand sanitizer will be available -Masks and social distancing will be required -Writing utensils will be sanitized -Plexiglass barriers will be installed to reduced contact at the front window -A daily cleaning/sanitizing routine will occur throughout the day

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
P/T or SEP Conferences	<ul style="list-style-type: none">-Face coverings and social distancing will be required-Alternate Scholastic Book Fair will be offered-Virtual meetings will be offered-Cleaning/sanitizing will be conducted between each session-Hand washing before/after encouraged
Safety and Fire Drills	<ul style="list-style-type: none">-Face coverings and social distancing will occur when outside and in the class lines-Students will be facing forward-If an emergency pick up were to occur, parents will be asked to have face coverings and social distance between families and/or the use of cell phone pick up may occur
Patron Meetings	<ul style="list-style-type: none">-Social distancing and face coverings will be required-Cleaning and sanitization will occur before and after-Hand washing before and after encouraged-When possible, virtual meetings will be encouraged

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Library/Media Centers	<ul style="list-style-type: none"> -Media specialist will visit classrooms to educate students on the use of eBooks and to read stories out loud to students -Under the direction of Granite District, books will be circulated. If that is allowed, books will be quarantined 3 days and cleaned before placing back into circulation -Social distancing and face coverings required -Parents who chose for us to serve their students face to face will have the option of opting their student out of the use of the library -Use of gloves for the media specialist
IEP/Special Ed Meetings	<ul style="list-style-type: none"> -Social distancing and face coverings will be required -Cleaning and sanitization will occur before and after -Hand washing before and after encouraged -When possible, virtual meetings will be encouraged
Multi-Purpose Room	<ul style="list-style-type: none"> -Social distancing and face coverings will be required -Daily cleaning and sanitization schedule will be created and observed -Hand washing before and after -Doors will remain propped open during the school day

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
PE/BTS classes	<ul style="list-style-type: none"> -PE equipment sanitized after each class use -Social distancing and face coverings will be required -Daily cleaning and sanitization schedule will be created and observed -Hand washing before and after -BTS materials will be purchased for each student and stored in the classroom to avoid sharing -BTS will rotate to classrooms -Doors will remain propped open
Hallways	<ul style="list-style-type: none"> -Social distancing and face coverings will be required -Daily cleaning and sanitization schedule will be created and observed -Signs posted on the ground to encourage right side of the hall and not to touch walls -Increased time for transitions -Classroom doors propped open while class is in session -Designated enter/exit doors -Door stoppers purchased for doors leading outdoors -Designated door usage for each section of the building -Increased time for transitions