

School Reopening Plans Template

Name of School

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.

This School Reopening Plans Template is required to be submitted to your School Leadership and Improvement Director by August 3, 2020. Principals should include their Leadership Teams and Building Committees in developing these plans and make sure that their Community Council gets a chance to review them and give input and feedback.

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Repopulating School

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>Teachers and staff will be trained in August prior to students arriving on Covid-19 protocols and procedures.</p> <p>Teachers, staff and administration will teach the students and continually reinforce the safety measures in place to mitigate the spread of Covid-19.</p> <p>Administration will communicate the plan with parents and the school community on a regular basis.</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>Staff who identify as high risk will contact Benefits/HR at the district and will work directly with the district.</p> <p>Students/families who identify as high risk will contact administration to discuss alternative learning arrangements.</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>	<p>Prior to the start of school, the 504 coordinator, SPED file holders, and counselors will review all current plans, and reach out to students and families for how to best accommodate students with special health care needs for the 2020-2021 year to decrease risk for exposure to COVID-19.</p>

Enhanced Environment Hygiene & Safety

District Requirement (“What”)	Implementation Plan (“How”)
	Indicate assurance:

School Reopening – Valley Junior High School

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 stake holders 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>

	<p>could be on any one of these schedules regardless of what color phase the state, county, or city is in.</p> <p>This plan will be communicated through social media and email to parents.</p>
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Monitoring for Incidences

District Requirement (“What”)

Implementation Plan (“How”)

Train/Educate teachers, staff, and students on protocols for symptom monitoring	Teachers/staff will be trained in August before school starts on symptoms to look for. Teachers will train students on a regular basis on symptoms related to Covid-19 and the need to stay home if they are showing any symptoms.
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>

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	School will follow district reporting procedures for potential outbreaks. Notification will be sent to district personnel that coordinates with local health department.				
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"> <tr> <td><input checked="" type="checkbox"/></td> <td>Yes</td> </tr> <tr> <td><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"> <tr> <td><input checked="" type="checkbox"/></td> <td>Yes</td> </tr> <tr> <td><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"> <tr> <td><input checked="" type="checkbox"/></td> <td>Yes</td> </tr> <tr> <td><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	School will communicate via phone, email, text and social media in the event of a dismissal.				
Analyze distance learning capabilities (i.e. need for Wi-Fi or paper learning modules)	Indicate assurance: <table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>Yes</td> </tr> <tr> <td><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				

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

Mitigation Tactics for Valley Junior High School

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"> - Seating charts will be required, updated frequently and shared to administration. - All individuals will wear face coverings. - Spread out seats as much as possible. - Teacher and students will clean desks and other shared surfaces at beginning of each class. - Reduce or eliminate shared materials and equipment. - Doors and windows will remain open as much as possible. - Alternative desk arrangements as selected by teachers. - Teacher dismisses class by row to reduce congestion at the door.
Transitions	<ul style="list-style-type: none"> - Hallways will have signage encouraging students to walk on the right. - Teachers will be out in the hallways, reminding students to walk on the right, wear their mask. - Students will carry their backpacks/drawstring bags with them. - No lockers will be issued – making more room available in the halls and decreasing reasons for congregating. - An additional hallway will be opened to the gym, to reduce congestion in the surrounding halls. - Limit access to hallways before/after school.

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Entry/Exit Points	<ul style="list-style-type: none">- Where possible, doors will be propped open to minimize touch points.- Students will be continually reminded to not congregate.- Students will enter and exit through designated doors.- Hand Sanitizer available at front entrance.- Limit entrance signage for announcements.
Transportation	<ul style="list-style-type: none">- Students will be required to wear masks on the bus.- Bus drivers will be issued PPE from the district.- Seating charts with assigned seats to facilitate contact tracing.
Restrooms	<ul style="list-style-type: none">- Increased custodial cleaning of restrooms.- Prop doors open in restroom to reduce congregation where possible.- Open windows in restroom to increase air flow.- Signage to remind students to wash their hands.- Reminders through announcements and videos to wash hands.

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Lunch/Cafeterias	<ul style="list-style-type: none">-- An additional lunch period will be added to minimize the number of students in each lunch.- Upon finishing their lunch students will exit the lunchroom and go outside.- The tables will be spread out and reduced according to the number of students.- Touchpoints will be sanitized between lunches.- Cafeteria Doors will be propped open.- Lunch supervisor will be typing in lunch numbers to decrease touch points.
Large Group Gatherings (e.g. assemblies, performances)	<ul style="list-style-type: none">- Information normally given through assemblies will be given through advisory or 1st period teachers.- Winter performances (choir, band, orchestra, musical) will be postponed until the spring.- No spectators will be allowed at Jr. High intramural events, if they are held.
Unique Courses with Higher Risk of Spread	<ul style="list-style-type: none">- Reduce number of students in classes where possible.- PE courses to be held outside whenever possible.

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Recess and Playground	- N/A
Special Education, Related Services, or School Counseling (e.g. School Psychologist, Speech Language Pathologist, etc.)	<ul style="list-style-type: none">- Follow IEP Team decisions.- Follow student Health Plans.- Follow 504 plans.- Provide face shields for recommended school personnel.
PD/Faculty Meetings	<ul style="list-style-type: none">- Minimize large group meetings.- Distribute information through email where possible.- Allow small groups and teams to meet in larger group rooms.- When meeting as a whole staff utilize large meeting areas and wear masks.

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Before/After Student Supervision	<ul style="list-style-type: none">- Doors to the school will remain closed until 7:30 to minimize indoor congregating of students- Students directed to go home immediately after school ends and not remain on campus- If there are after school activities, they will be socially distanced and involve minimal amounts of students
Drop Off/Pick Up Areas	<ul style="list-style-type: none">- Parents will remain in cars
Front Office	<ul style="list-style-type: none">- Hand sanitizer available.- Signage to remind of 6 foot distancing.- Signage for masks being required.- Process clarified for parent checkout – parents can checkout students via phone calls.- Markers on the floor to designate waiting areas.- Plexiglass installed at counters.- Covid-19 room identified and removed from main flow of traffic with minimal touch points in the room.

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
P/T or SEP Conferences	<ul style="list-style-type: none">- Video conferences if approved as part of district plan.- Student-led conferences through advisory teacher to follow best practices.- In the event that conferences are in-person, parents will visit with teachers in their classrooms to maximize distance.
Safety and Fire Drills	<ul style="list-style-type: none">- Hold as required by state but spread out the classes in the grass area to maximize distance.- Instruct students to exit in an orderly and timely fashion.
Patron Meetings	<ul style="list-style-type: none">- Masks are required for all visitors.- Hold meetings in large areas as possible to facilitate social distancing.

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Library/Media Centers	<ul style="list-style-type: none">- Face Coverings for all.- Social distancing at tables.- Limit Capacity Levels – signage.- Signage with instructions on tables.- Limit time in Library.- Enter and exit through different doors.- Signs limiting touch on books.- Disinfect returning books.- Disinfect touchpoints between classes/lunches.
IEP/Special Ed Meetings	<ul style="list-style-type: none">- Masks are required for all visitors.- Hold meetings in large areas as possible to facilitate social distancing.
Auditoriums	<ul style="list-style-type: none">- Use as needed for physically distancing large classes.- Not used for whole-school assemblies.

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Gyms	<ul style="list-style-type: none">- PE classes to be held outside as possible.- Masks required.- Gym equipment to be disinfected regularly.- Seating in bleachers to occur within social distance guidelines.
Hallways	<ul style="list-style-type: none">- Students encouraged to walk on the right side of hallway.- Lockers not provided to reduce hallway congestion.- Teachers in the hallways to encourage compliance with mask-wearing and walking on the right side.- Signage throughout the building to remind students to walk on the right side.
Athletic Events	<ul style="list-style-type: none">- Spectators at those events to be determined as the COVID situation and health department guidelines allow.

K-12 Reopening Plan Assurances

Setting	Mitigation Strategies
Assemblies/Performances	<ul style="list-style-type: none">- Fall performances for choir, band, orchestra, and theater will be postponed until the Spring.- Whole-school assemblies will not be held.