OPERATIONAL BLUEPRINT FOR SCHOOL REENTRY 2020-21

Updated 8/11/2020

Under ODE's **Ready Schools, Safe Learners** guidance, each school[1] has been directed to submit a plan to the district[2] 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:

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[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.

SCHOOL/DISTRICT/PROGRAM INFORMATION	
Name of School, District or Program	Creswell School District
Key Contact Person for this Plan	Director of Student Services: Amy Aguero Superintendent: Mike Johnson
Phone Number of this Person	Creswell School District: 541-895-6000
Email Address of this Person	aaguero@creswell.k12.or.us mjohnson@creswell.k12.or.us
Sectors and position titles of those who informed the plan	Amy Halley, Creslane Elementary Principal Christi Nicholson, Creslane Elementary Assistant Principal Mike Johnson, Superintendent Jen Davis, Special Education Debbie Larson, Creslane Elementary Teacher Sherry Meeker, Creslane Elementary Teacher Jaime Cranmer, Creslane Elementary Teacher Kimberly Durkee, Creslane Elementary Teacher Dawn Dean, Creslane Elementary Teacher Ashleigh Thayer, Creslane Elementary Teacher Erik Telfer, Music Teacher Amber Bales, Educational Assistant Cami Stubbs, Educational Assistant Julie Johansen, Creswell Middle Principal Jennifer Collins, Creswell High Principal Brandon Standridge, Creswell High Assistant Principal, Athletic Director Amy Aguero, Special Programs Director Joel Higdon, Facilities and Technology Director Chanel Green, Student Success Sarah Hanson, Transportation Coordinator
Local public health office(s) or officers(s)	Lane County Public Health Department
Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	Joel Higdon
Intended Effective Dates for this Plan	September 1, 2020 – June 30, 2021
ESD Region	Lane ESD

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.

With a desire to support the diverse needs of students, families, and employees in Creswell School District, equity has been our main focus. Families were surveyed regarding the challenges and successes related to Distance Learning for All and their preferences and comfort level for both in-person and distance learning for the 2020-21 school year. We have also worked extensively with staff members from all of our schools to ensure that student learning is at the center of our efforts. To start the 2020-2021 school year, Creswell School District plans to start the school year with Comprehensive Distance Learning and transition to a hybrid model with students attending school on-site in alternating groups.

The district and schools began the planning process for restarting school in fall 2020 by surveying parents/guardians, staff, and students for feedback about their experiences with Distance Learning For All and support services during the emergency school closure in spring 2020, and input regarding services to be provided in the fall. Responses were received during the month of July from staff members, students, and parents and guardians representing 85 students and 509 parents, which represents about 710 students. We feel that this is a strong response rate and representative of the 1300 students served in Creswell School District.

The district leadership team, including building administration, researched multiple online learning programs and adopted Acellus to use for CDL and Creswell's Online Academy. When staff return to work in August, they will be learning a new online school program, Acellus, to supplement curriculum to ensure accessible, engaging, and productive educational experiences for both our students and staff. Acellus will provide additional support to students through diagnostic features, which notify teachers when a student is struggling with a certain topic or assignment. With Acellus, teachers will have the ability to customize curriculum to accommodate students' needs for learning disabilities, fill learning gaps, reduce curriculum pace and coverage, and accelerate curriculum pace and level for students who need a more challenging experience. Courses offered through Acellus are aligned to the Common Core Standards. In addition to Acellus the elementary teachers will be utilizing Seesaw as a learning management system.

July 27-31: CSD administration and building leadership teams consisting of building administration, teachers, McKinney-Vento liaison, district transportation and facilities, and educational assistants convened to review the survey data, discuss the requirements of the Comprehensive Distance Learning Guidance and begin preparations for the start of the 2020 school year. Discussions included how to serve our special education population, English language learners, families with limited resources, students of color, students impacted by the technological limitations of living in a rural community as well as our student population as a whole.

August 4, 2020 communication was sent to Creswell School District families and students discussing Creswell's intent to start the year in CDL and present the option of our virtual/fully online program, Creswell Online Academy. Additionally a second, more specific survey addressing the guidelines for CDL was sent to families and students.

August 6, 2020 Building and District Administration attended a workshop review of "The Distance Learning Playbook" in preparation for staff professional development on September 2, 9, 16, 23 from 12:30-3:30 each date.

August 10, 2020 information was shared and gathered with the community of Creswell during an online forum.

Information from the surveys, staff input and community response was vetted with the CDL guidelines to establish a 2020 reopening plan that meets the needs of our students K-12 for both a CDL model to in-person learning online or the option of virtual learning via Creswell Online Academy.

August 12, 2020 the CDL Blueprint was presented to the board for approval.

August 20th building administrators will host a second community forum to address building specific questions concerning CDL.

September 1-3, 2020 Certified staff will participate in professional learning with online learning platforms: Acellus, Google Classroom and Seesaw.

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 3-19 in the initial template) and submit online. (https://app.smartsheet.com/b/form/a4dedb5185d94966b1dffc75e4874c8a) by August 17, 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. For Private Schools, completing this section is optional (not required). **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.
Due to COVID-19 and the metrics announced by Governor Kate Brown that dictate when the state's school districts can safely welcome students back into the classroom, the Creswell School District has selected to start the year in a Comprehensive Distance Learning (CDL) model that meets the criteria that ODE published. Our Comprehensive Distance Learning model will center around the core values of care, connection, and continuity of learning and will guarantee the opportunity to learn for each student while prioritizing students' social, emotional, and mental health needs. Creswell School District will remain in CDL for the first 9 weeks of school. This will allow teachers to assess the academic needs of their students, provide time for teachers, parents and students to establish CDL routines, as well as provide time for each school building to prepare for the safe return of students under the Ready Schools, Safe Learners guidelines. Additionally we will monitor the options set for K-3 instruction and make learning decisions based on best practices for instruction as well as the safety for staff, students and the community. Creswell School District has been and will continue to lay the foundation for rigorous, engaging and standards directed learning opportunities for both CDL and the hybrid model of instruction. The success of our students is our utmost priority and as a district staff we will continue to research, learn and involve ourselves in professional development opportunities to support our students and families with academic and social emotional growth. Building a strong foundation for high-quality remote learning will be critical to our success, both for comprehensive distance learning and a hybrid model of instruction, over the course of the school year. Establishing a strong base of effective teaching and learning online will be critical to continuing students' academic learning and supporting their social emotional wellbeing over the course of the year.

In completing this portion of the Blueprint you are attesting that you have reviewed the Comprehensive Distance Learning Guidance. **Here is a link to the overview of CDL Requirements. Please name any requirements you need ODE to review for any possible flexibility or waiver.**
The district has reviewed the comprehensive district learning (CDL) requirements detailed in the Oregon Department of Education document entitled: "Comprehensive Distance Learning: A Companion to *Ready School, Safe Learners*." Our comprehensive distance learning model complies with all required guidelines. One crucial requirement, 5B Infrastructure, is a top priority for the district, but is particularly challenging to meet. Some students/families are currently identified as having no internet connectivity or limited cell signal. For each of these families, district staff are doing individual consultations to determine a workable solution. Options we have available include facilitating access to low-cost internet service if available; providing mobile hotspots; working with a local internet company to install connectivity to certain rural areas; or determining a convenient site where a student can access the internet while maintaining physical distancing.

> **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.**

Creswell School District will follow the state guidance and metrics issued on August 11, 2020 and will continue to monitor and make adjustments as future guidance is shared. As Lane County does not currently meet the required metrics to bring all students back under the hybrid in-person model of learning, we will continue to prepare for Comprehensive Distance Learning.

Creslane Elementary School will remain in online instruction through the first term, November 6, 2020. During October we will monitor the metrics. When it is safe to return to in-person learning, we will survey Creswell students, families and staff to guide our reentry for the hybrid in-person model of learning and we will submit a hybrid blueprint that meets the requirements for Ready Schools, Safe Learners set by the Oregon Department of Education prior to transitioning to the hybrid in-person model of instruction.

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 unless the school is implementing the **Limited In-Person Instruction** provision under the Comprehensive Distance Learning guidance.*

0. Community Health Metrics

METRICS FOR ON-SITE OR HYBRID INSTRUCTION
☐ The school currently meets the required metrics to successfully reopen for in-person instruction in an On-Site or Hybrid model. *If this box cannot yet be checked, the school must return to Comprehensive Distance Learning but may be able to provide some in-person instruction through the exceptions noted below.*

EXCEPTIONS FOR SPECIFIC IN-PERSON INSTRUCTION WHERE REQUIRED CONDITIONS ARE MET
☐ The school currently meets the exceptions required to provide in-person person education for students in grades K-3 (see section 0d(1) of the **Ready Schools, Safe Learners** guidance).
☒ The school currently meets the exceptions required to provide limited in-person instruction for specific groups of students (see section 0d(2) of the **Ready Schools, Safe Learners** guidance).
☐ The school currently meets the exceptions required for remote or rural schools in larger population counties to provide in-person instruction (see section 0d(3) of the **Ready Schools, Safe Learners** guidance).
☐ The school currently meets the exceptions required for smaller population counties to provide in-person instruction (see section 0d(4) of the **Ready Schools, Safe Learners** guidance).
☐ The school currently meets the exceptions required for schools in low population density counties (see section 0d(5) of the **Ready Schools, Safe Learners** guidance).
☐ The school currently meets the exceptions required for small districts to provide in-person instruction (see section 0d(6) of the **Ready Schools, Safe Learners** guidance).

1. Public Health Protocols

1a. COMMUNICABLE DISEASE MANAGEMENT PLAN FOR COVID-19

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Implement measures to limit the spread of COVID-19 within the school setting. ☒ Update written Communicable Disease Management Plan to specifically address the prevention of the spread of COVID-19. ☒ Designate a person at each school to establish, implement and enforce physical distancing requirements, consistent with this guidance and other guidance from OHA.	The Creswell School District follows the published Communicable Disease Guidelines from the Oregon Department of Education and the Oregon Health Authority. The Creswell School District follows School Board Policies and the COVID 19 Management Plan

OHA/ODE Requirements	Hybrid/Onsite Plan

☒ 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.
 	
☒ Process and procedures established 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 to the maximum extent possible.
 	
☒ Protocol to notify the local public health authority (LPHA Directory by County) of any confirmed COVID-19 cases among students or staff.
 	
☒ Plans for systematic disinfection of classrooms, offices, bathrooms and activity areas.
 	
☒ Process to report to the LPHA any cluster of any illness among staff or students.
 	
☒ Protocol to cooperate with the LPHA recommendations.
 	
☒ Provide all logs and information to the LPHA in a timely manner.
 	
☒ Protocol for screening students and staff for symptoms (see section 1f of the *Ready Schools, Safe Learners* guidance).
 	
☒ Protocol to isolate any ill or exposed persons from physical contact with others.
 	
☒ Protocol for communicating potential COVID-19 cases to the school community and other stakeholders (see section 1e of the *Ready Schools, Safe Learners* guidance).
 	
☒ 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. Sample logs are available as a part of the Oregon School Nurses Association COVID-19 Toolkit.
   • 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.
 	
☒ Required components of individual daily student/cohort logs include:
   • Child's name
   • Drop off/pick up time
   • Parent/guardian name and emergency contact information
   • All staff (including itinerant staff, district staff, substitutes, and guest teachers) names and phone numbers who interact with a stable cohort or individual student
 	
☒ Protocol to record/keep daily logs to be used for contact tracing for a minimum of four weeks to assist the LPHA as needed.
 	
☒ 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.
 	
☒ 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.
 	
☒ Protocol to respond to potential outbreaks (see section 3 of the *Ready Schools, Safe Learners* guidance).
	Training for all district staff will be conducted before the students return to school. These trainings will either be done by (trained) administrators), or by video training. Meetings with administrators and supervisors will be held at least monthly throughout the year to review our plans and procedures, and make necessary changes.
	
	Screening/Isolation: See
	COVID 19 Communicable Disease Management Plan
	
	Contact Tracing: Tracing logs will be kept for each student/cohort. Staff and students that will not have a stable cohort will maintain personal logs.

1b. HIGH-RISK POPULATIONS

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ 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.	All staff and students will be given the opportunity to self-identify as vulnerable or living with a vulnerable family member.
Medically Fragile, Complex and Nursing-Dependent Student Requirements	
☒ 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:	Staff: Staff who are vulnerable will have the option of taking applicable leave. They may have the option to be reassigned to perform tasks that don't require frequent in-person contact.
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.	Students: Students identified as vulnerable, either by a physician or parent/guardian will be enrolled in online instruction with weekly check-ins.
3. Nursing-Dependent: Are students who have an unstable or life-threatening health condition and who require daily, direct, and continuous professional nursing services.	
☒ 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:	Visitors/Volunteers Visitors/Volunteers will be unable to work in schools, or complete other volunteer activities that require in person interactions at this time. Adults in school are limited to essential personnel only.
• 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.	
• Appropriate medical-grade personal protective equipment (PPE) should be made available to nurses and other health providers.	
• 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:	
o U.S. 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.	
o ODE guidance updates for Special Education. Example from March 11, 2020.	
o 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.'	

OHA/ODE Requirements	Hybrid/Onsite Plan
o OAR 333-019-0010 Public Health: Investigation and Control of Diseases: General Powers and Responsibilities, outlines authority and responsibilities for school exclusion.	

1c. PHYSICAL DISTANCING

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ 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. This also applies for professional development and staff gatherings. ☒ Support physical distancing in all daily activities and instruction, maintaining six feet between individuals to the maximum extent possible. ☒ 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. ☒ 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). ☒ Plan for students who will need additional support in learning how to maintain physical distancing requirements. Provide instruction; don't employ punitive discipline. ☒ Staff should maintain physical distancing during all staff meetings and conferences, or consider remote web-based meetings.	The district has measured each room/space in the district, and has determined the capacity (35 square feet per occupant/6-foot distance). Occupancy limits will be placed outside of every room/space. Signage will be placed in the building to signify the direction of traffic, where to stand in line, areas that are off-limits, etc. Each space in the building will have a sign on the door indicating maximum capacity. Creswell School District will create floor markings to ensure one-way traffic flow in hallways, entrances/exits. Staggered transition times will be established. Clear signage will be strategically posted around the school to reinforce physical distancing/health and hygiene protocols. Clear markings and signage to maintain physical distancing and direct the flow of traffic will be posted. Staff will maintain physical distancing during meetings and/or conduct web-based meetings. Clear routines and expectations will be established, communicated, taught, and practiced as a student comes back onsite. There will be no punitive measures taken for violations.

1d. COHORTING

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ 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. • The smaller the cohort, the less risk of spreading disease. As cohort groups increase in size, the risk of spreading disease increases. ☒ 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. ☒ Each school must have a system for daily logs to ensure contract tracing among the cohort (see section 1a of the *Ready Schools, Safe Learners* guidance). ☒ Minimize interaction between students in different stable cohorts (e.g., access to restrooms, activities, common areas). Provide access to All Gender/Gender Neutral restrooms. ☒ Cleaning and disinfecting surfaces (e.g., desks, door handles, etc.) must be maintained between multiple student uses, even in the same cohort. ☒ Design cohorts such that all students (including those protected under ADA and IDEA) maintain access to general education, grade-level academic content standards, and peers.	Transportation • This is a stable cohort of students each day. • Stable groups can be varied by AM/PM routes. • Updated contract tracking logs are required daily. In-building Cohorts • Students will be assigned a grade-level cohort for each day at the elementary level and stay within their cohort. Cohorts at Creswell School District will be grouped by grade and teacher and limited to no more than 15 students per cohort. During non-academic time, such as lunch and recess, grade level cohorts may be mixed in shared areas (with designated areas that maintain distancing), but will never exceed the maximum limit. Cohorts will have designated restroom use time periodically throughout the school day, and sanitation of multi-touch surfaces will be completed between cohorts. Each pod (holding

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Staff who interact with multiple stable cohorts must wash/sanitize their hands between interactions with different stable cohorts.	no more than four cohorts at a time) consists of a girls and boys restroom (each with three stalls) and an individual use restroom. Upon arrival, students will enter through their designated entrance to be screened by a staff member. Then, they will go to their designated area to maintain stable cohorts. Daily logs will be kept for all students and staff in order to complete any necessary contact tracing. Speech and Language Cohort • This stable group is maintained as much as possible. Special Education and English Language Learners • This stable group is maintained as much as possible. Specialized services can be conducted within small group rooms in each pod. Students will be pulled from one cohort at a time, and staff will sanitize the space between uses. Staff who interact with multiple cohorts will wash/sanitize between interactions. An example of a cohort at Creslane might be a traditional second grade class of 23 (heterogeneously grouped) students being split into two cohorts of 12 (cohort A) and 13 (cohort B), again heterogeneously grouped. Cohort A would do on-site learning Monday and Tuesday. Cohort B would do on-site learning Thursday and Friday. Wednesday and the other two days of the week would be distance learning. Targeted interventions and/or support services would be delivered in the pod area or small group room and cohorts of students would not be mixed.

1e. PUBLIC HEALTH COMMUNICATION

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Communicate to staff at the start of On-Site instruction and at periodic intervals explaining infection control measures that are being implemented to prevent spread of disease. ☒ Develop protocols for communicating with students, families and staff who have come into close contact with a confirmed case. • The definition of exposure is being within 6 feet of a COVID-19 case for 15 minutes (or longer). ☒ 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. ☒ Provide all information in languages and formats accessible to the school community.	The district staff (with school nurse) will develop communication to staff, students and families on the infection control measures being implemented to prevent the spread of disease The district staff 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 district is responding. Staff will use layered communication, such as Remind, parent email lists, monthly newsletters, robocalls, various social media platforms, and/or the school website to release and share information as needed. Protocols will be in place and communication will be in languages and formats that are accessible to the entire school community. We will not release to the public the identity of student/staff that test positive.

1f. ENTRY AND SCREENING

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Direct students and staff to stay home if they, or anyone in their homes or community living spaces, have COVID-19 symptoms, or if	

OHA/ODE Requirements	Hybrid/Onsite Plan

anyone in their home or community living spaces has COVID-19. COVID-19 symptoms are as follows:
• Primary symptoms of concern: cough, fever (*temperature* greater than 100.4°F) 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. 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:
   o Trouble breathing
   o Persistent pain or pressure in the chest
   o New confusion or inability to awaken
   o Bluish lips or face (lighter skin); greyish lips or face (darker skin)
   o Other severe symptoms
☒ 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. Staff members can self-screen and attest to their own health.
• 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. See table "*Planning for COVID-19 Scenarios in Schools.*"
• Additional guidance for nurses and health staff.
☒ 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. See table "*Planning for COVID-19 Scenarios in Schools.*"
☒ 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.
☒ 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.
	The district will determine a screening protocol for busses and entry points into the building in consultation with Lane County Public Health. All students will be assigned specific entry and exit points. When screening indicates that a person may be symptomatic, the student is directed to the office and will follow the established protocol (see section 1a). Hand sanitizer will be available at each entry/exit point.
	
	Staff will self-screen their own health upon entry to the building.
	Various entry points will be staffed in order to screen entering students.
	Any student/staff that shows symptoms will be removed from the cohort and place in an isolation area. They will then be evaluated by the school nurse/admin (and in coordination with their parents/guardians, as needed).
	Staff assigned to screen students will go through anti-bias training.

1g. VISITORS/VOLUNTEERS

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Restrict non-essential visitors/volunteers. • Examples of essential visitors include: DHS Child Protective Services, Law Enforcement, etc. • Examples of non-essential visitors/volunteers include: Parent Teacher Association (PTA), classroom volunteers, etc. ☒ Screen all visitors/volunteers for symptoms upon every entry. Restrict from school property any visitor known to have been exposed to COVID-19. See table "*Planning for COVID-19 Scenarios in Schools.*" ☒ Visitors/volunteers must wash or sanitize their hands upon entry and exit. ☒ Visitors/volunteers must maintain six-foot distancing, wear face coverings, and adhere to all other provisions of this guidance.	There will be no visitors or volunteers at this time. IEP Meetings, parent conferences, and other meetings will be conducted online if at all possible. Delivery persons will be required to wear a face covering, sanitize hands, and go through screening/tracing log protocols upon entry. There will be no guest speakers, or other non-essential visitors (college reps, military reps, etc.). These visitors will be encouraged to visit virtually.

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

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Face coverings or face shields for all staff, contractors, other service providers, or visitors or volunteers following CDC guidelines for Face Coverings. Individuals may remove their face coverings while working alone in private offices.	All staff and essential visitors will be required to wear a face mask or shield and go through screening/tracing log protocols upon entry. Face masks or shields are required for everyone in schools (with the exception of children under 5). Face coverings will be provided, but students and staff will be encouraged to find a face covering that fits them well and that they can repeatedly use (with washing).

☒ Face coverings or face shields for all students in grades Kindergarten and up following CDC guidelines for Face Coverings.

☒ If a student removes a face covering, or demonstrates a need to remove the face covering for a short-period of time:
- Provide space away from peers while the face covering is removed. In the classroom setting, an example could be a designated chair where a student can sit and take a 15 minute "sensory break;"
  - o Students should not be left alone or unsupervised;
  - o Designated area or chair should be appropriately distanced from other students and of a material that is easily wiped down for disinfection after each use;
- Provide additional instructional supports to effectively wear a face covering;
- Provide students adequate support to re-engage in safely wearing a face covering;
- Students cannot be discriminated against or disciplined for an inability to safely wear a face covering during the school day.

☒ 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.
- Additional guidance for nurses and health staff.

Protections under the ADA or IDEA

☒ If any student requires an accommodation to meet the requirement for face coverings, districts and schools should limit the student's proximity to students and staff to the extent possible to minimize the possibility of exposure. Appropriate accommodations could include:
- 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;

☒ For students with existing medical conditions and a physician's orders to not wear face coverings, or other health related concerns, schools/districts **must not** deny any in-person instruction.

☒ Schools and districts must comply with the established IEP/504 plan prior to the closure of in-person instruction in March of 2020.
- 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:
  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

OHA/ODE Requirements	Hybrid/Onsite Plan

determine the student will not wear a face covering, the school or district must:
 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.
      o 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,
      o 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.
 3. Hold a 504/IEP meeting to determine equitable access to educational opportunities which may include limited in-person instruction, on-site instruction with accommodations, or Comprehensive Distance Learning.
 	
 ☒ For students not currently served under an IEP or 504, districts must consider whether or not student inability to consistently wear a face covering or face shield as required is due to a disability. 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.
 	
 ☒ 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.	

<p align="center">1i. ISOLATION AND QUARANTINE</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ 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. ☒ 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. • Work with school nurses, health care providers, or other staff with expertise to determine necessary modifications to areas where staff/students will be isolated. If two students present COVID-19 symptoms at the same time, they must be isolated at once. If separate rooms are not available, ensure that six feet distance is maintained. Do not assume they have the same illness. • 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. • Additional guidance for nurses and health staff. ☒ 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.	See COVID 19 Communicable Disease Management Plan

OHA/ODE Requirements	Hybrid/Onsite Plan
• 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. • 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. • To reduce fear, anxiety, or shame related to isolation, provide a clear explanation of procedures, including use of PPE and handwashing. ☒ Establish procedures for safely transporting anyone who is sick to their home or to a health care facility. ☒ 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. Refer to table in *"Planning for COVID-19 Scenarios in Schools."* ☒ 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). ☒ Record and monitor the students and staff being isolated or sent home for the LPHA review.	

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 instructional and extra-curricular activities requiring additional considerations (see section 5f of the **Ready Schools, Safe Learners** guidance).

2a. ENROLLMENT
(Note: Section 2a does not apply to private schools.)

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Enroll all students (including foreign exchange students) following the standard Oregon Department of Education guidelines. ☒ The temporary suspension of the 10-day drop rule does not change the rules for the initial enrollment date for students: • The ADM enrollment date for a student is the first day of the student's actual attendance. • A student with fewer than 10 days of absence at the beginning of the school year may be counted in membership prior to the first day of attendance, but not prior to the first calendar day of the school year. • If a student does not attend during the first 10 session days of school, the student's ADM enrollment date must reflect the student's actual first day of attendance.	Students and families will be given the option to enroll in fully online comprehensive distance learning, Creswell on-line academy or hybrid (when metrics allow). Students enrolled in hybrid learning will participate in in-person learning two days each week, and online/distance learning on other school days. Students identified as at-risk or in need of additional, focused support will have the option of participating in person more often.

OHA/ODE Requirements	Hybrid/Onsite Plan
• Students who were anticipated to be enrolled, but who do not attend at any time must not be enrolled and submitted in ADM.	
☒ If a student has stopped attending for 10 or more days, districts must continue to try to engage the student. At a minimum, districts must attempt to contact these students and their families weekly to either encourage attendance or receive confirmation that the student has transferred or has withdrawn from school. This includes students who were scheduled to start the school year, but who have not yet attended.	
☒ When enrolling a student from another school, schools must request documentation from the prior school within 10 days of enrollment per OAR 581-021-0255 to make all parties aware of the transfer. Documentation obtained directly from the family does not relieve the school of this responsibility. After receiving documentation from another school that a student has enrolled, drop that student from your roll.	
☒ Design attendance policies to account for students who do not attend in-person due to student or family health and safety concerns.	
☒ When a student has a pre-excused absence or COVID-19 absence, the school district should reach out to offer support at least weekly until the student has resumed their education.	
☒ When a student is absent beyond 10 days and meets the criteria for continued enrollment due to the temporary suspension of the 10 day drop rule, continue to count them as absent for those days and include those days in your Cumulative ADM reporting.	

2b. ATTENDANCE
(Note: Section 2b does not apply to private schools.)

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Grades K-5 (self-contained): Attendance must be taken at least once per day for all students enrolled in school, regardless of the instructional model (On-Site, Hybrid, Comprehensive Distance Learning, online schools).	Attendance will be collected once per day. We will use our student information system to track attendance.
☒ Grades 6-12 (individual subject): Attendance must be taken at least once for each scheduled class that day for all students enrolled in school, regardless of the instructional model (On-Site, Hybrid, Comprehensive Distance Learning, online schools).	Attendance will be taken daily by a facilitating staff member based on the assigned instructional model. In addition, we will partner with families to provide ongoing descriptions of student and family attendance/participation expectations that take individual needs into consideration.
☒ Alternative Programs: Some students are reported in ADM as enrolled in a non-standard program (such as tutorial time), with hours of instruction rather than days present and days absent. Attendance must be taken at least once for each scheduled interaction with each student, so that local systems can track the student's attendance and engagement. Reported hours of instruction continue to be those hours in which the student was present.	Creswell families will be given attendance guidelines during initial parent/teacher conferences in September so it is clear what constitutes as "attendance" during the online portion of hybrid learning.
☒ Online schools that previously followed a two check-in per week attendance process must follow the Comprehensive Distance Learning requirements for checking and reporting attendance.	
☒ Provide families with clear and concise descriptions of student attendance and participation expectations as well as family involvement expectations that take into consideration the home environment, caregiver's work schedule, and mental/physical health.	

2c. TECHNOLOGY

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Update procedures for district-owned or school-owned devices to match cleaning requirements (see section 2d of the *Ready Schools, Safe Learners* guidance).	Students that have district-owned chromebook computers will bring them to school, and will use them both in the classroom,

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Procedures for return, inventory, updating, and redistributing district-owned devices must meet physical distancing requirements.	and at home each week. Students who have a district-owned chromebook will not share the device with anyone else (outside of their household) either at school or at home. Computers that remain at school will be sanitized between uses by students and staff. Procedures for check out of chromebook computers and internet hot spots will be developed and communicated to families. Families will be given instructions of how chromebooks will be used while in the classroom and during the online portion of learning by their assigned classroom teachers during parent/teacher conferences. Technology will be used by students and staff to enhance and enrich instruction. Students will be taught to successfully navigate necessary learning platforms for distance learning. During on-site time, instructional minutes will be prioritized around activities that cannot be completed through technology only. All equipment will be sanitized between usages and safely returned.

2d. SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ **Handwashing:** All people on campus should be advised and encouraged to wash their hands frequently. ☒ **Equipment:** Develop and use sanitizing protocols for all equipment used by more than one individual or purchase equipment for individual use. ☒ **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. ☒ **Transitions/Hallways:** Limit transitions to the extent possible. Create hallway procedures to promote physical distancing and minimize gatherings. ☒ **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.	Hand Washing/Hand Sanitizing: Age appropriate hand washing education will be provided. Students will also be taught appropriate times to wash hands/use hand sanitizer. Equipment: All classroom supplies and PE equipment will be cleaned and sanitized before use by another student or cohort group. Safety Drills: During fire drills (and all other safety drills), all cohort classes will be physically distanced during exit, recovery, and reentry procedures. Events: Field trips will be designed virtually for the school year. All assemblies, athletic events, practices, special performances, school-wide parent meetings and other large gatherings will be cancelled or held in a virtual format. This section will be updated as changes are made by OSAA. Transitions/Hallways: Hallway traffic direction will be marked to show travel flow Classroom line up: Students will line up in cohort classes outside and in the gym in designated areas, keeping more than 6 feet between cohort groups. Line up areas are to be marked with visual cues to indicate adequate physical distance. Personal Property: Each classroom may set 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,

OHA/ODE Requirements	Hybrid/Onsite Plan
	cell phones, books, instruments, etc.). If personal items are brought to school, they must be labeled prior to entering school and not shared with other students.

Restrooms: Each cohort will have designated restroom schedules alleviating waiting and large groups. If this cannot be maintained, the restrooms will be cleaned multiple times throughout the day.

Drinking Fountains:
Drinking fountains in hallways that require touch to operate will not be used. Classroom faucets may be used if turned on and left on by the teacher while students use them touch free, and they are sanitized following use.

Hand washing/sanitizing stations are located in each classroom, pod and hallway as well as school entrances and the cafeteria. Equipment will be allocated to individual cohorts when possible. Shared equipment will be sanitized after each use. All equipment will be sanitized on a regular basis. Transitions will be limited and staggered to prevent co-mingling of cohorts. While transitioning, physical distancing will be maintained. Events that do not meet current distancing requirements will be cancelled or done online. |

2e. ARRIVAL AND DISMISSAL

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Physical distancing, stable cohorts, square footage, and cleaning requirements must be maintained during arrival and dismissal procedures.
☒ Create schedule(s) and communicate staggered arrival and/or dismissal times.
☒ Assign students or cohorts to an entrance; assign staff member(s) to conduct visual screenings (see section 1f of the *Ready Schools, Safe Learners* guidance).
☒ Ensure accurate sign-in/sign-out protocols to help facilitate contact tracing by the LPHA. Sign-in procedures are not a replacement for entrance and screening requirements. Students entering school after arrival times must be screened for the primary symptoms of concern.
• 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.
☒ Ensure alcohol-based hand sanitizer (with 60-95% alcohol) dispensers are easily accessible near all entry doors and other high-traffic areas. Establish and clearly communicate procedures for keeping caregiver drop-off/pick-up as brief as possible.	Staggered arrival and dismissal procedures/schedules will be communicated to students, staff and families to ensure physical distancing, stable cohorts and square footage requirements. Students will be assigned an entrance/exit where they will be screened by an assigned staff member. Students entering/leaving the school before/after their scheduled arrival/dismissal time will be screened and follow a sign in/out protocol. Sanitizing stations will be easily accessible for students and staff entering/leaving the building.

2f. CLASSROOMS/REPURPOSED LEARNING SPACES

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ **Seating:** Rearrange student desks and other seat spaces *s*o that staff and students' physical bodies are six feet apart to the maximum extent possible while also maintaining 35 square feet per person; assign seating so students are in the same seat at all times.	Seating:
Classroom desks and tables will be arranged with students being seated a minimum of six feet apart
Students will use a single assigned seat at all times

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ **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. ☒ **Handwashing:** Remind students (with signage and regular verbal 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 in a garbage can, then 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.	Materials: Students will be provided with individual supplies. Sharing of communal supplies will be extremely limited. Shared items will be sanitized between each use. Handwashing: All staff will teach lessons on hand hygiene and respiratory etiquette. While classrooms and pod areas are large at Creswell and can accommodate many students, there is also the possibility of repurposing other spaces to accommodate more students on campus for more time. Spaces may include: gym, cafeteria, library, maker space, project studio, conference room, music room, etc. All spaces would require adequate ventilation.

2g. PLAYGROUNDS, FIELDS, RECESS, BREAKS, AND RESTROOMS

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ 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). ☒ After using the restroom students must wash hands with soap and water for 20 seconds. Soap must be made available to students and staff. ☒ 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. ☒ Designate playground and shared equipment solely for the use of one cohort at a time. Disinfect at least daily or between use as much as possible in accordance with CDC guidance. ☒ Cleaning requirements must be maintained (see section 2j of the *Ready Schools, Safe Learners* guidance). ☒ Maintain physical distancing requirements, stable cohorts, and square footage requirements. ☒ Provide signage and restrict access to outdoor equipment (including sports equipment, etc.). ☒ Design recess activities that allow for physical distancing and maintenance of stable cohorts. ☒ Clean all outdoor equipment at least daily or between use as much as possible in accordance with CDC guidance. ☒ Limit staff rooms, common staff lunch areas, elevators and workspaces to single person usage at a time, maintaining six feet of distance between adults.	Students must stay in cohorts, and equipment needs to be sanitized between cohorts. Students will wash their hands or sanitize their hands before and after recess, field use, restroom usage, and breaks. Students will access outdoor areas during planned break times. Class cohorts will be provided with their own supply of playground equipment. Playground equipment will be sanitized after each use. Playground structures will be sanitized between each cohort. Students will wash their hands or use hand sanitizer before and after using the playground. Designated playground areas will be occupied by one cohort at a time. Physical distancing expectations will be taught and reinforced on the playground and PE teachers will provide recess activities that allow for physical distancing. Staff will maintain physical distancing in common staff areas. Signage will be posted to remind and reinforce expectations.

2h. MEAL SERVICE/NUTRITION

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Include meal services/nutrition staff in planning for school reentry. ☒ Prohibit self-service buffet-style meals. ☒ Prohibit sharing of food and drinks among students and/or staff. ☒ At designated meal or snack times, students may remove their face coverings to eat or drink but must maintain six feet of physical distance from others, and must put face coverings back on after finishing the meal or snack.	Meal service/nutrition staff are included in planning for return to service. Staff serving meals are required to wear face coverings and/or face shields. Students will wash their hands or use hand sanitizer.

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Staff serving meals and students interacting with staff at mealtimes must wear face shields or face covering (see section 1h of the **Ready Schools, Safe Learners** guidance). ☒ Students must wash hands with soap and water for 20 seconds <u>or</u> use an alcohol-based hand sanitizer with 60-95% alcohol before meals and should be encouraged to do so after. ☒ Appropriate daily cleaning of meal items (e.g., plates, utensils, transport items). ☒ Cleaning and sanitizing of meal touch-points and meal counting system between stable cohorts. ☒ Adequate cleaning and disinfection of tables between meal periods. ☒ 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.	Designated meal areas will be adequately cleaned between usages. Staff will be encouraged to eat independently and maintain physical distancing while consuming meals. Staggered staff lunch times will be in place. Staff will be responsible for adequately cleaning staff meal area before and after use. Students will wash/sanitize both before and after meals.

2i. TRANSPORTATION

OHA/ODE Requirements	Hybrid/Onsite Plan

☒ Include transportation departments (and associated contracted providers, if used) in planning for return to service.
☒ 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 **Ready Schools, Safe Learners** guidance).
☒ Develop protocol for loading/unloading that includes visual screening for students exhibiting symptoms and logs for contact-tracing. This should be done at the time of arrival and departure.
   • If a student displays COVID-19 symptoms, provide a face shield or face covering (unless they are already wearing one) and keep six feet away from others. Continue transporting the student.
     o The symptomatic student should be seated in the first row of the bus during transportation, and multiple windows should be opened to allow for fresh air circulation, if feasible.
     o The symptomatic student should leave the bus first. After all students exit the bus, the seat and surrounding surfaces should be cleaned and disinfected.
   • If arriving at school, notify staff to begin isolation measures.
     o If transporting for dismissal and the student displays an onset of symptoms, notify the school.
☒ 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.
☒ Drivers wear face shields or face coverings when not actively driving and operating the bus.
☒ 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 **Ready Schools, Safe Learners** guidance to transportation settings.
	Each bus driver will be required to visually screen students for illness, and maintain logs for contact tracing. Each bus driver will maintain 3 feet of distance between passengers (both sitting and standing), and 6 feet of distance between the driver and student seating. Busses will be sanitized between cohorts. As requested, school/transportation personnel will meet with parents or guardians of students who may require additional support to appropriately provide service
	
	As students arrive at school, they will enter through their designated entry point and go to their designated space, all while maintaining physical distancing.
	Students will be required to wear face coverings or face shields on the bus and on campus.
	If a student arrives with COVID-19 symptoms, staff responsible for screening will notify health staff/admin and isolation measures will be initiated.

2j. CLEANING, DISINFECTION, AND VENTILATION

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Clean, sanitize, and disinfect frequently touched surfaces (e.g. door handles, sink handles, drinking fountains, transport vehicles)	

OHA/ODE Requirements	Hybrid/Onsite Plan
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 and restrooms. ☒ Clean and disinfect playground equipment at least daily or between use as much as possible in accordance with CDC guidance. ☒ Apply disinfectants safely and correctly following labeling direction as specified by the manufacturer. Keep these products away from students. ☒ 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. ☒ Schools with HVAC systems should evaluate the system to minimize indoor air recirculation (thus maximizing fresh outdoor air) to the extent possible. Schools that do not have mechanical ventilation systems should, to the extent possible, increase natural ventilation by opening windows and doors before students arrive and after students leave, and while students are present. ☒ Consider running ventilation systems continuously and changing the filters more frequently. Do not use fans if they pose a safety or health risk, such as increasing exposure to pollen/allergies or exacerbating asthma symptoms. Consider using window fans or box fans positioned in open windows to blow fresh outdoor air into the classroom via one window, and indoor air out of the classroom via another window. Fans should not be used in rooms with closed windows and doors, as this does not allow for fresh air to circulate. ☒ Consider the need for increased ventilation in areas where students with special health care needs receive medication or treatments. ☒ 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). ☒ 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).	All frequently touched surfaces (e.g. playground equipment, door handles, sink handles, transport vehicles (and shared objects (e.g. toys, games, art supplies, computers) will be cleaned between uses. Ventilation systems will be monitored and maintained by maintenance staff monthly. Specific spaces, such as break rooms will be limited in usage and sanitized between usages. Frequently touched surfaces will be disinfected multiple times per day. Playgrounds will be cleaned daily and sanitized between cohort usages.

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2k. HEALTH SERVICES

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OHA/ODE Requirements	Hybrid/Onsite Plan
☒ 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. While OAR 581-022-2220 does not apply to private schools, private schools must provide a space to isolate sick students and provide services for students with special health care needs. ☒ 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; dental providers; physical, occupational, speech, and respiratory therapists; and School Based Health Centers (SBHC).	Each student will be provided age appropriate hand hygiene and respiratory etiquette education to endorse prevention. This includes websites, newsletter and signage in the school building for health promotion. Schools will follow the COVID 19 Communicable Disease Management Plan and train staff members on the appropriate procedures and protocols. Health services will be determined by district need, consultation with district nurses, and ODE/OHA guidelines.

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2l. BOARDING SCHOOLS AND RESIDENTIAL PROGRAMS ONLY

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OHA/ODE Requirements	Hybrid/Onsite Plan
☐ Provide specific plan details and adjustments in Operational Blueprints that address staff and student safety, which includes how you will approach: • 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 • Communication and designation of where the "household" or "family unit" applies to your residents and staff ☐ Review and take into consideration CDC guidance for shared or congregate housing: • 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; • Establish plans for the containment and isolation of on-campus cases, including consideration of PPE, food delivery, and bathroom needs.	Not applicable

2m. SCHOOL EMERGENCY PROCEDURES AND DRILLS

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ In accordance with ORS 336.071 and OAR 581-022-2225 all schools (including those operating a Comprehensive Distance Learning model) are required to instruct students on emergency procedures. Schools that operate an On-Site or Hybrid model need to instruct and practice drills on emergency procedures so that students and staff can respond to emergencies. • At least 30 minutes in each school month must be used to instruct students on the emergency procedures for fires, earthquakes (including tsunami drills in appropriate zones), and safety threats. • Fire drills must be conducted monthly. • Earthquake drills (including tsunami drills and instruction for schools in a tsunami hazard zone) must be conducted two times a year. • Safety threats including procedures related to lockdown, lockout, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety must be conducted two times a year. ☒ Drills can and should be carried out as close as possible to the procedures that would be used in an actual emergency. For example, a fire drill should be carried out with the same alerts and same routes as normal. If appropriate and practicable, COVID-19 physical distancing measures can be implemented, but only if they do not compromise the drill. ☒ When or if physical distancing must be compromised, drills must be completed in less than 15 minutes. ☒ Drills should not be practiced unless they can be practiced correctly. ☒ Train staff on safety drills prior to students arriving on the first day on campus in hybrid or face-to-face engagement. ☒ If on a hybrid schedule, conduct multiple drills each month to ensure that all cohorts of students have opportunities to	In accordance with state regulations, emergency drills will be conducted as necessary to include all cohorts of students and at least 30 minutes per month will be dedicated to instructing students on emergency procedures/threats. Drills will be practiced correctly and carried out as close as possible to actual emergency procedures, but when physical distancing is compromised, drills will be completed in less than 15 minutes. Staff will review and practice emergency procedures and drills prior to students beginning on-site instruction. Students will wash/sanitize after each drill is complete.

OHA/ODE Requirements	Hybrid/Onsite Plan
participate in drills (i.e., schedule on different cohort days throughout the year). ☒ Students must wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol after a drill is complete.	

2n. SUPPORTING STUDENTS WHO ARE DYSREGULATED, ESCALATED, AND/OR EXHIBITING SELF-REGULATORY CHALLENGES

OHA/ODE Requirements	Hybrid/Onsite Plan

☒ Utilize the components of Collaborative Problem Solving or a similar framework to continually provide instruction and skill-building/training related to the student's demonstrated lagging skills.
☒ Take proactive/preventative steps to reduce antecedent events and triggers within the school environment.
☒ Be proactive in planning for known behavioral escalations (e.g., self-harm, spitting, scratching, biting, eloping, failure to maintain physical distance). Adjust antecedents where possible to minimize student and staff dysregulation. Recognize that there could be new and different antecedents and setting events with the additional requirements and expectations for the 2020-21 school year.
☒ Establish a proactive plan for daily routines designed to build self-regulation skills; self-regulation skill-building sessions can be short (5-10 minutes), and should take place at times when the student is regulated and/or is not demonstrating challenging behaviors.
☒ Ensure all staff are trained to support de-escalation, provide lagging skill instruction, and implement alternatives to restraint and seclusion.
☒ Ensure that staff are trained in effective, evidence-based methods for developing and maintaining their own level of self-regulation and resilience to enable them to remain calm and able to support struggling students as well as colleagues.
☒ Plan for the impact of behavior mitigation strategies on public health and safety requirements:
  • Student elopes from area
    o If staff need to intervene for student safety, staff should:
      ● Use empathetic and calming verbal interactions (i.e. "This seems hard right now. Help me understand… How can I help?") to attempt to re-regulate the student without physical intervention.
      ● Use the least restrictive interventions possible to maintain physical safety for the student and staff.
      ● Wash hands after a close interaction.
      ● Note the interaction on the appropriate contact log.
    o *If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs.
  • Student engages in behavior that requires them to be isolated from peers and results in a room clear.
    o If students leave the classroom:
      ● Preplan for a clean and safe alternative space that maintains physical safety for the student and staff
      ● Ensure physical distancing and separation occur, to the maximum extent possible.
      ● Use the least restrictive interventions possible to maintain physical safety for the student and staff.
      ● Wash hands after a close interaction.
      ● Note the interaction on the appropriate contact log.
    o *If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs.
	In order to best support students through the many adjustments of living with a pandemic, staff will spend designated time reviewing student-specific documentation prior to students returning to on-site instruction. Behavior plans/paperwork will be updated as needed to ensure guidelines are followed. Additionally, all staff will receive new training in CPS, social-emotional supports, skill-building, and de-escalation skills for students as well as maintaining their own well-being.
	Designates spaces will be prepared and sanitizing/PPE plans will be made to support staff if needs arise during behavior mitigation strategies. In the case of a special circumstance, guidelines will be followed to clean/sanitize before other cohorts are introduced to that space.
	All students and staff will have more time than ever before, designated to social-emotional well-being and the focus on a caring school community.

OHA/ODE Requirements	Hybrid/Onsite Plan

• Student engages in physically aggressive behaviors that preclude the possibility of maintaining physical distance and/or require physical de-escalation or intervention techniques other than restraint or seclusion (e.g., hitting, biting, spitting, kicking, self-injurious behavior).
    o If staff need to intervene for student safety, staff should:
        ● Maintain student dignity throughout and following the incident.
        ● Use empathetic and calming verbal interactions (i.e. "This seems hard right now. Help me understand… How can I help?") to attempt to re-regulate the student without physical intervention.
        ● Use the least restrictive interventions possible to maintain physical safety for the student and staff
        ● Wash hands after a close interaction.
        ● Note the interaction on the appropriate contact log.
    o *If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs.
☒ Ensure that spaces that are unexpectedly used to deescalate behaviors are appropriately cleaned and sanitized after use before the introduction of other stable cohorts to that space.
Protective Physical Intervention
☒ Reusable Personal Protective Equipment (PPE) must be cleaned/sanitized after every episode of physical intervention (see section 2j of the ***Ready Schools, Safe Learners*** guidance: Cleaning, Disinfection, and Ventilation).	

3. Response to Outbreak

3a. PREVENTION AND PLANNING

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Review the "*Planning for COVID-19 Scenarios in Schools*" toolkit. ☒ Coordinate with Local Public Health Authority (LPHA) to establish communication channels related to current transmission level.	See the COVID 19 Management Plan

3b. RESPONSE

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Review and utilize the "*Planning for COVID-19 Scenarios in Schools*" toolkit. ☒ Ensure continuous services and implement Comprehensive Distance Learning. ☒ Continue to provide meals for students.	See the COVID 19 Management Plan

3c. RECOVERY AND REENTRY

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ Review and utilize the "*Planning for COVID-19 Scenarios in Schools*" toolkit. ☒ 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.	See the COVID 19 Management Plan

OHA/ODE Requirements	Hybrid/Onsite Plan
☒ When bringing students back into On-Site or Hybrid instruction, 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 unless the school is implementing the** Limited In-Person Instruction **provision under the Comprehensive Distance Learning guidance.

This section does not apply to private schools.

☒ We affirm that, in addition to meeting the requirements as outlined above, our school plan has met the collective requirements from ODE/OHA guidance related to the 2020-21 school year, including but not limited to requirements from:
  * Sections 4, 5, 6, 7, and 8 of the ***Ready Schools, Safe Learners*** guidance,
  * The ***Comprehensive Distance Learning*** guidance,
  * The ***Ensuring Equity and Access: Aligning Federal and State Requirements*** guidance, and
  * ***Planning for COVID-19 Scenarios in Schools***

☐ We affirm that we cannot meet all of the collective requirements from ODE/OHA guidance related to the 2020-21 school year from:
  * Sections 4, 5, 6, 7, and 8 of the ***Ready Schools, Safe Learners*** guidance,
  * The ***Comprehensive Distance Learning*** guidance,
  * The ***Ensuring Equity and Access: Aligning Federal and State Requirements*** guidance, and
  * ***Planning for COVID-19 Scenarios in Schools***

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, 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*