



OPERATIONAL BLUEPRINT FOR SCHOOL REENTRY 2020-21

Updated 7/29/2020

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

1. Please fill out information:

SCHOOL/DISTRICT/PROGRAM INFORMATION	
Name of School, District or Program	Rockwood Preparatory Academy, Reynolds School District
Key Contact Person for this Plan	John Nelsen
Phone Number of this Person	503-724-5603
Email Address of this Person	Jnelsen@rockwoodprep.org
Sectors and position titles of those who informed the plan	Danielle Barnard – Principal Maria McCollum – Principal Maria Ramos – Secretary Lexi Lybarger –3 rd Grade Teacher Nicole Pescitelli – Kindergarten Teacher Dane Dykeman – 5 th Grade Teacher John Ochoa – Custodian John Nelsen – Executive Director
Local public health office(s) or officers(s)	
Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	John Nelsen
Intended Effective Dates for this Plan	September 8, 2020
ESD Region	Multnomah ESD

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.

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.

In an effort to ensure equity and serve the diverse needs of our learners and our community, Rockwood Preparatory Academy (RPA) families and staff were surveyed (English and Spanish) via telephone and online poll in July 2020. The survey included opportunities for feedback on Spring 2020 Distance Learning as well as preferences and feedback on Reopening procedures for Fall of 2020. Summary of results:

FAMILY SURVEY RESULTS

- 230 of 276 (83%) of RPA families participated in the survey.
- Delivery Option 1: One-Week-On-one-week-distance learning: 107 votes (39%)
- Delivery Option 2: Two-days-on-three days at home: 91 votes (33%)
- Delivery Option 3: Comprehensive Distance Learning: 32 votes (11%)
- No response: 46 (17%)

*(Some respondents did not answer all of the survey questions)

STAFF SURVEY RESULTS

21 staff members at Rockwood Preparatory Academy responded to the Staff Survey. Staff were asked to express a preference given three instructional delivery options:

- Option 1: Full time in-school/on-site 1 (11%)
- Option 2: Hybrid instructional model to be defined: 8 (89.0%)
- Option 3: Comprehensive Distance Learning: 1 (0%)

*(Some respondents did not answer all of the survey questions)

In addition to the above survey results, the RPA Leadership team met throughout late June and into the first weeks of July to discuss the Oregon Department of Education Guidance Sections 1-8. The Leadership Team agreed that a variety of safety and health concerns would arise from the full-time model, including:

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- -Ability to maintain cohorts with everyone on-site.
- -Safe staggered entry and exit of students per LHA guidelines.
- -Ability to follow behavior and safety plans with limited space per social distancing.
- -Challenges with “pick-up” and “drop-off” entry and exit per high pedestrian traffic on the North, East, and South sides of the building.
- -Ventilation of classrooms as windows are typically kept locked for student safety.
- -High Risk students and Staff not being able to attend.

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 3-16 in the initial template) and [submit online](https://app.smartsheet.com/b/form/a4dedb5185d94966b1dfc75e4874c8a). (<https://app.smartsheet.com/b/form/a4dedb5185d94966b1dfc75e4874c8a>) 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.
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.

Based on guidance from OHA and Multnomah County, we will be utilizing the Comprehensive Distance Learning model until public health requirements are met to resume a hybrid model.

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.

All guidance has been reviewed and will be implemented during CDL periods.

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.

Rockwood Preparatory Academy will transition to the Hybrid Learning model once COVID-19 cases have decreased and ODE and the LHA approve reentry. Local data will be reviewed weekly to determine timeliness of opportunities for transition.

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

ESSENTIAL REQUIREMENTS FOR HYBRID / ON-SITE OPERATIONAL BLUEPRINT

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



1. Public Health Protocols

1a. COMMUNICABLE DISEASE MANAGEMENT PLAN FOR COVID-19

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Implement measures to limit the spreads of COVID-19 within the school setting. <input checked="" type="checkbox"/> Update written Communicable Disease Management Plan to specifically address the prevention of the spread of COVID-19. <input checked="" type="checkbox"/> Designate a person at each school to establish, implement and enforce physical distancing requirements, consistent with this guidance and other guidance from OHA. <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> Protocol to notify the local public health authority (LPHA Directory by County) of any confirmed COVID-19 cases among students or staff. <input checked="" type="checkbox"/> Plans for systematic disinfection of classrooms, offices, bathrooms and activity areas. <input checked="" type="checkbox"/> Process to report to the LPHA any cluster of any illness among staff or students. <input checked="" type="checkbox"/> Protocol to cooperate with the LPHA recommendations and provide all logs and information in a timely manner. <input checked="" type="checkbox"/> Protocol for screening students and staff for symptoms (see section 1f of the Ready Schools, Safe Learners guidance). <input checked="" type="checkbox"/> Protocol to isolate any ill or exposed persons from physical contact with others. <input checked="" type="checkbox"/> Protocol for communicating potential COVID-19 cases to the school community and other stakeholders (see section 1e of the Ready Schools, Safe Learners guidance). <input checked="" type="checkbox"/> 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. <ul style="list-style-type: none"> • If a student(s) is part of a stable cohort (a group of students that are consistently in contact with each other or in multiple cohort groups) that conform to the requirements of cohorting (see section 1d of the Ready Schools, Safe Learners guidance), the daily log may be maintained for the cohort. • If a student(s) is not part of a stable cohort, then an individual student log must be maintained. <input checked="" type="checkbox"/> Required components of individual daily student/cohort logs include: <ul style="list-style-type: none"> • Child's name • Drop off/pick up time 	<p>RPA will adhere to the MESD Communicable Disease Management Plan (https://www.multnomahesd.org/shs-communicable-disease.html) as well as the emerging Communicable Disease Guidelines from the Oregon Department of Education and the Oregon Health Authority (https://www.oregon.gov/oha/ph/Pages/index.aspx).</p> <p>COVID-19 Enforcement Lead: John Nelsen, Executive Director</p> <p>Multnomah County Health: https://www.oregon.gov/oha/PH/PROVIDERPARTNERRESOURCES/LOCALHEALTHDEPARTMENTRESOURCES/Documents/Multnomah.pdf</p> <p>RPA will follow emerging Communicable Disease Guidelines from the Oregon Department of Education and the Oregon Health Authority.</p> <p>Ready Schools, Safe Learners training session(s) will occur during RPA's two-week august in-service (and throughout the year as needed). Training for all new hires will occur throughout the school year. Training will be conducted virtually, if possible, or in small groups to ensure physical distancing is maintained.</p> <p>Screening/Isolation: Visual screening of all students and staff is outlined in 1e below. Potentially symptomatic students will be isolated following guidance outlined in 1h below.</p> <p>Contact Tracing: Daily logs will be kept for each student/cohort and any school staff who moves between buildings/classrooms.</p> <p>Outbreak plan: RPA's Outbreak Protocol is outlined in section 3a.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • 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 <p><input checked="" type="checkbox"/> Protocol to record/keep daily logs to be used for contact tracing for a minimum of four weeks to assist the LPHA as needed.</p> <p><input checked="" type="checkbox"/> 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.</p> <p><input checked="" type="checkbox"/> 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.</p> <p><input checked="" type="checkbox"/> Protocol to respond to potential outbreaks (see section 3 of the Ready Schools, Safe Learners guidance).</p>	

1b. HIGH-RISK POPULATIONS

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Serve students in high-risk population(s) whether learning is happening through On-Site, Hybrid (partially On-Site and partially Comprehensive Distance Learning models), or Comprehensive Distance Learning models.</p> <p>Medically Fragile, Complex and Nursing-Dependent Student Requirements</p> <p><input checked="" type="checkbox"/> 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:</p> <ol style="list-style-type: none"> 1. Medically Complex: Are students who may have an unstable health condition and who may require daily professional nursing services. <p><input checked="" type="checkbox"/> Staff and school administrators, in partnership with school nurses, or other school health providers, should work with interdisciplinary teams to address individual student needs. The school registered nurse (RN) is responsible for nursing care provided to individual students as outlined in ODE guidance and state law:</p> <ul style="list-style-type: none"> • Communicate with parents and health care providers to determine return to school status and current needs of the student. • Coordinate and update other health services the student may be receiving in addition to nursing services. This may include speech language pathology, occupational therapy, physical therapy, as well as behavioral and mental health services. • Modify Health Management Plans, Care Plans, IEPs, or 504 or other student-level medical plans, as indicated, to address current health care considerations. • The RN practicing in the school setting should be supported to remain up to date on current guidelines and access professional support such as evidence-based resources from the Oregon School Nurses Association. • Service provision should consider health and safety as well as legal standards. • Work with an interdisciplinary team to meet requirements of ADA and FAPE. 	<p>Students: All students identified as medically fragile or at risk by either a physician or by parent/guardian notification, will have the option to be enrolled in hybrid and/or online classes with daily virtual check-ins. Students will also be able to access their teachers during set office hours.</p> <p>Students with specialized needs (IEPs and/or 504 plans) will continue to receive specially designed instruction and/or accommodations through virtual interaction, in the classroom, or in an alternate setting within the school.</p> <p>Students receiving language services or additional service support will continue to receive these supports either virtually or with designate staff in the classroom or in an alternate setting within the school.</p> <p>Staff: All staff identifying as ‘at risk’ either for themselves or their household could have the following options presented to them:</p> <ul style="list-style-type: none"> • On-line instruction and support • Provide tutoring assistance for students virtually • Weekly staff meetings to address the progress and needs of our at risk/medically fragile students. • Support Staff (without student/staff contact) <p>The RPA Board will consider leave options as outlined in the OSBA COVID Guidelines. RPA does not have labor bargaining units.</p> <p>Visitors/Volunteers</p> <ul style="list-style-type: none"> • Visitors/Volunteers will be unable to work in schools, or complete other volunteer activities that require in person interaction, at this time. Adults in schools are limited to essential personnel only

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • High-risk individuals may meet criteria for exclusion during a local health crisis. • Refer to updated state and national guidance and resources such as: <ul style="list-style-type: none"> ○ 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. ○ ODE guidance updates for Special Education. Example from March 11, 2020. ○ OAR 581-015-2000 Special Education, requires districts to provide 'school health services and school nurse services' as part of the 'related services' in order 'to assist a child with a disability to benefit from special education.' ○ OAR 333-019-0010 Public Health: Investigation and Control of Diseases: General Powers and Responsibilities, outlines authority and responsibilities for school exclusion. 	

1c. PHYSICAL DISTANCING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ 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 at least 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. 	<p>Students attending the Hybrid Model will participate in on-campus instruction on an alternate schedule as indicated below:</p> <ul style="list-style-type: none"> • All students will be assigned to a cohort • Cohorts (A & B) will attend in-person instruction on alternating weeks (Mon-Thurs) or alternating days (M,T/W,Th) • Alternate cohorts will participate in distance learning when not present on campus • All students will participate in distance learning on Fridays <p>Classroom Social Distancing In an effort to increase social distancing, classrooms will be limited to 10-18 students based on available square footage and maintaining 35 sq ft per individual.</p> <p>Staff Professional development/staff gatherings In an effort to increase social distancing, staff will meet in an area such as the outside, cafeteria, or gym based on available square footage and maintaining 35 sq ft per individual. If this is not feasible, staff will participate in remote web-based meetings.</p> <p>Hallways:</p> <ul style="list-style-type: none"> • Because the majority of our classrooms have direct egress, student /staff use of halls will be limited to travelling to and from classrooms and restrooms. • When appropriate and weather permits, staff and students will be encouraged to use outside routes. • Hallways will be marked with directional signals to increase one-way traffic. • Students and staff will utilize individual classroom doors (outside entry) to enter and exit and the building <p>Students needing additional support in learning how to maintain appropriate physical distancing will receive additional instruction as needed to remedy deficit. No punitive discipline measures will be applied.</p>

1d. COHORTING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> 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. <ul style="list-style-type: none"> • The smaller the cohort, the less risk of spreading disease. As cohort groups increase in size, the risk of spreading disease increases. <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> 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). <input checked="" type="checkbox"/> Minimize interaction between students in different stable cohorts (e.g., access to restrooms, activities, common areas). Provide access to All Gender/Gender Neutral restrooms. <input checked="" type="checkbox"/> Cleaning and wiping surfaces (e.g., desks, door handles, etc.) must be maintained between multiple student uses, even in the same cohort. <input checked="" type="checkbox"/> Design cohorts such that all students (including those protected under ADA and IDEA) maintain access to general education, grade level learning standards, and peers. <input checked="" type="checkbox"/> Staff who interact with multiple stable cohorts must wash/sanitize their hands between interactions with different stable cohorts. 	<p>Below are the identified stable cohorts to ensure capability for contract-tracing.</p> <p>1) Kindergarten –5th Grade Classroom Cohorts</p> <ul style="list-style-type: none"> • These grade-level cohorts are maintained throughout the year and for each special area (Lunch, PE, etc.) <ul style="list-style-type: none"> ○ Each classroom cohort will be comprised of two groups: Cohort A and Cohort B <p>2) Speech and Language, Special Education, and English Language Cohorts</p> <ul style="list-style-type: none"> • These stable groups will be maintained based on grouping within grade-level classrooms <ul style="list-style-type: none"> ○ Note: In the event the stable cohort is changed, the service provider will need to update the contact-tracing log. <p>Bathrooms: Bathrooms stalls will be assigned based on cohort use. BR's will be regularly disinfected and cleaned after each cohort use. A log will be placed in each BR tracking services.</p> <p>Cleaning: All classroom supplies, surfaces and PE/recess equipment will be cleaned and sanitized before use by another student or cohort group. Sharing of supplies will be restricted whenever possible</p>

1e. PUBLIC HEALTH COMMUNICATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> Develop protocols for communicating with students, families and staff who have come into close contact with a confirmed case. <ul style="list-style-type: none"> • The definition of exposure is being within 6 feet of a COVID-19 case for 15 minutes (or longer). <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> Provide all information in languages and formats accessible to the school community. 	<p>A letter will be distributed to staff in August to indicate training and protocols for on-site and online learning sessions. This will include training on infection controls, contact tracing, and social distancing procedures.</p> <p>A letter to students and families will be sent to parents in August to indicate their individual schedule and with the updated student handbook that indicates new procedures and protocols related to infection control and preventing the spread of disease.</p> <p>In the case that a new case(s) of COVID-19 is diagnosed in students or staff members, RPA leadership will: Contact Reynolds School District and the appropriate public health offices, initiate a one-call message to RPA families informing them of the situation.</p> <p>Follow prevailing public health guidelines in communicating with other school and community stakeholders.</p> <p>Routine and frequent communication will be provided to families via Class Dojo, Newsletters, website, etc... Immediate information will be provided via e-mail, text messaging and RPA's one-call system.</p> <p>All information regarding RPA and COVID-19 will be made available in languages and formats accessible to the school community.</p>

1f. ENTRY AND SCREENING

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Direct students and staff to stay home if they, or anyone in their homes or community living spaces, have COVID-19 symptoms, or if anyone in their home or community living spaces has COVID-19. COVID-19 symptoms are as follows:</p> <ul style="list-style-type: none"> • Primary symptoms of concern: cough, fever (of 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: <ul style="list-style-type: none"> ○ Trouble breathing ○ Persistent pain or pressure in the chest ○ New confusion or inability to awaken ○ Bluish lips or face ○ Other severe symptoms <p><input checked="" type="checkbox"/> 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.</p> <ul style="list-style-type: none"> • Anyone displaying or reporting the primary symptoms of concern must be isolated (see section 1i of the Ready Schools, Safe Learners guidance) and sent home as soon as possible. • They must remain home until 24 hours after fever is gone (without use of fever reducing medicine) and other symptoms are improving. <p><input checked="" type="checkbox"/> Follow LPHA advice on restricting from school any student or staff known to have been exposed (e.g., by a household member) to COVID-19 within the preceding 14 calendar days.</p> <p><input checked="" type="checkbox"/> 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.</p> <p><input checked="" type="checkbox"/> 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.</p>	<p>Arrival and Entry:</p> <ul style="list-style-type: none"> • Each cohort will be assigned an entrance point (specific door) to the school building • Staff will be present at each entry point to visually screen students for symptoms • Handwashing stations or hand-sanitizer will be placed by each entrance prior to student entrance to classes or students will utilize classroom stations to wash hands for 20 seconds (minimum). <p>Screening Students: Students will be visually screened by the staff. When the screening indicates that a student may be symptomatic, the student is sent home with parent/guardian before entry takes place following established protocol or student will be escorted to the designated health area to follow outlined protocols (see section 1a) if the parent has already left the campus.</p> <p>Screening Staff:</p> <ul style="list-style-type: none"> • Staff will be required to report when they may have been exposed to COVID-19 • Staff are required to self-screen and report when they have symptoms related to COVID-19 • Staff members are not responsible for screening other staff members for symptoms. <p>Ongoing: Handwashing stations are available in each classroom. In addition, sanitizing stations will be available at tables, at all entry points, outside of each classroom, near the restrooms, and in the upper hallways.</p> <p>Daily logs will be placed within each classroom door. All individuals entering the classroom will be added to the log, along with entrance and exit times.</p> <p>Weekly note: Reminder to parents to report actual symptoms when calling students in sick as part of communication disease surveillance. Any student or staff known to have been exposed (e.g., by a household member/member of the community) to COVID-19 shall not be allowed on campus until the passage of 14 calendar days after exposure and until symptoms (e.g., fever, cough, shortness of breath, sore throat, headache) have improved. *Parents/guardians can provide information regarding existing conditions that cause coughing to be utilized for the purpose of screening, as previously existing coughs that are not worsening are not considered symptomatic of COVID-19</p>

1g. VISITORS/VOLUNTEERS

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Restrict non-essential visitors/volunteers. <input checked="" type="checkbox"/> Visitors/volunteers must wash or sanitize their hands upon entry and exit. <input checked="" type="checkbox"/> Visitors/volunteers must maintain six-foot distancing, wear face coverings, and adhere to all other provisions of this guidance. <input checked="" type="checkbox"/> Screen all visitors/volunteers for symptoms upon every entry. Restrict from school property any visitor known to have been exposed to COVID-19 within the preceding 14 calendar days. 	<p>Persons wishing to speak with school personnel must make an appointment (via telephone or email). In-person meetings will be strongly discouraged in favor of virtual meetings.</p> <p>Visitors will not be allowed to enter RPA or participate in on-site school activities.</p> <p>All meetings will be conducted via Google, Zoom, or via phone conference.</p>

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Face coverings or face shields for all staff, contractors, other service providers, or visitors or volunteers following CDC guidelines Face Coverings. <input checked="" type="checkbox"/> Face coverings or face shields for all students in grades Kindergarten and up following CDC guidelines Face Coverings. <input checked="" type="checkbox"/> If a student removes a face covering, or demonstrates a need to remove the face covering for a short-period of time, the school/team must: <input checked="" type="checkbox"/> 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. <p>Protections under the ADA or IDEA</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> If any student requires an accommodation to meet the requirement for face coverings, districts and schools should work to limit the student’s proximity to students and staff to the extent possible to minimize the possibility of exposure. Appropriate accommodations could include: <ul style="list-style-type: none"> • Offering different types of face coverings and face shields that may meet the needs of the student. • Spaces away from peers while the face covering is removed; students should not be left alone or unsupervised. • Short periods of the educational day that do not include wearing the face covering, while following the other health strategies to reduce the spread of disease; • Additional instructional supports to effectively wear a face covering; <input checked="" type="checkbox"/> For students with existing medical conditions, doctor’s orders to not wear face coverings, or other health related concerns, schools/districts must not deny access to On-Site instruction. <input checked="" type="checkbox"/> Schools and districts must comply with the established IEP/504 plan prior to the closure of in-person instruction in March of 2020. <ul style="list-style-type: none"> • If a student eligible for, or receiving services under a 504/IEP, cannot wear a face covering due to the nature of the disability, the school or district must: <ol style="list-style-type: none"> 1. Review the 504/IEP to ensure access to instruction in a manner comparable to what was originally established in the student’s plan including on-site instruction with accommodations or adjustments. 2. Placement determinations cannot be made due solely to the inability to wear a face covering. 3. Plans should include updates to accommodations and modifications to support students. 	<p><u>Facial coverings or shields</u></p> <p>Facial coverings or shields are required and will be provided for:</p> <ul style="list-style-type: none"> • All staff and students <ul style="list-style-type: none"> ○ ADA and IDEA accommodations will be determined on an individual basis for those unable to maintain a facial covering within the school environment

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • Students protected under ADA/IDEA, who abstain from wearing a face covering, or students whose families determine the student will not wear a face covering, the school or district must: <ol style="list-style-type: none"> 1. Review the 504/IEP to ensure access to instruction in a manner comparable to what was originally established in the student’s plan. 2. The team must determine that the disability is not prohibiting the student from meeting the requirement. <ul style="list-style-type: none"> • If the team determines that the disability is prohibiting the student from meeting the requirement, follow the requirements for students eligible for, or receiving services under, a 504/IEP who cannot wear a face covering due to the nature of the disability, • 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 on-site instruction, on-site instruction with accommodations, or Comprehensive Distance Learning. ☒ Districts must consider child find implications for students who are not currently eligible for, or receiving services under, a 504/IEP who demonstrate an inability to consistently wear a face covering or face shield as required. Ongoing inability to meet this requirement may be evidence of the need for an evaluation to determine eligibility for support under IDEA or Section 504. ☒ 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. 	

1i. ISOLATION MEASURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ 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. <ul style="list-style-type: none"> • Work with school nurses, health care providers, or other staff with expertise to determine necessary modifications to areas where staff/students will be isolated. • Consider required physical arrangements to reduce risk of disease transmission. • Plan for the needs of generally well students who need medication or routine treatment, as well as students who may show signs of illness. ☒ 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. <ul style="list-style-type: none"> • School nurse and health staff in close contact with symptomatic individuals (less than six feet) should wear a medical-grade face mask. Other Personal Protective Equipment (PPE) may be needed depending on symptoms and care provided. Consult a nurse or health care professional regarding appropriate use of PPE. Any PPE used during care of a symptomatic individual should be properly removed and disposed of prior to exiting the care space. • After removing PPE, hands should be immediately cleaned with soap and water for at least 20 seconds. If soap and water are not available, hands can be cleaned with an alcohol-based hand sanitizer that contains 60-95% alcohol. • If able to do so safely, a symptomatic individual should wear a face covering. • 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. <ul style="list-style-type: none"> • Symptomatic staff or students should be evaluated and seek COVID-19 testing from their regular physician or through the local public health authority. • If they have a positive COVID-19 viral (PCR) test result, the person should remain home for at least 10 days after illness onset and 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving. • If they have a negative COVID-19 viral test (and if they have multiple tests, all tests are negative), they should remain home until 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving. 	<ul style="list-style-type: none"> • RPA will have a designated Isolation area in the health room. • Students have a daily visual symptom check upon arrival. • Symptomatic students will remain at school until a designated adult can pick them up following the health room symptom screening. • Staff will be assigned to supervise a symptomatic student while remaining at least 6 feet apart and wearing face coverings. • Secondary isolation areas can be identified as needed. • Documentation of symptomatic students and staff members will be kept including the following: <ul style="list-style-type: none"> ○ Name of the student/staff ○ Assigned Cohort ○ Contact tracing information ○ Actions taken ○ Parent or Guardian contact logs • Staff members will self-screen for symptoms daily upon arrival and throughout the school day, reporting any symptoms that arise to administration to initiate isolation procedures for staff member. • Symptomatic students and staff members should seek COVID-19 testing. <ul style="list-style-type: none"> ○ If unable/unwilling to test, individuals will follow 24-hour fever free guidance prior to re-entry ○ If testing positive, individuals will follow 10-day isolation and will not return until 24-hours fever free following the 10-day isolation OR when the individual has received 2 subsequent negative test results (whichever comes first)

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • If a clear alternative diagnosis is identified as the cause of the person’s illness (e.g., a positive strep throat test), then usual disease-specific return-to-school guidance should be followed and person should be fever-free for 24 hours, without use of fever reducing medicine. A physician note is required to return to school, to ensure that the person is not contagious. • If they do not undergo COVID-19 testing, the person should remain at home for 10 days and until 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving. <p><input checked="" type="checkbox"/> 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).</p> <p><input checked="" type="checkbox"/> Record and monitor the students and staff being isolated or sent home for the LPHA review.</p>	



2. Facilities and School Operations

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

2a. ENROLLMENT

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Enroll all students (includes foreign exchange students) following the standard Oregon Department of Education guidelines.</p> <p><input checked="" type="checkbox"/> Do not disenroll students for non-attendance if they meet the following conditions:</p> <ul style="list-style-type: none"> • Are identified as high-risk, or otherwise considered to be part of a population vulnerable to infection with COVID-19, or • Have COVID-19 symptoms for 10 consecutive school days or longer. <p><input checked="" type="checkbox"/> Design attendance policies to account for students who do not attend in-person due to student or family health and safety concerns.</p>	<ul style="list-style-type: none"> • All students will be enrolled following the Oregon Department of Education guidelines • Students will not be dropped unless a RPA has received notice that they've been enrolled in another setting. Students who are not able to attend in-person due to health and safety concerns attendance will be taken daily for all students through one of the following: <ul style="list-style-type: none"> • Live Google Classroom sessions • Daily Assignment submission • Email communication • Phone communication

2b. ATTENDANCE

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Grades K-5: 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). <input type="checkbox"/> Grades 6-12: 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). <input checked="" type="checkbox"/> 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.	<p>Attendance will be taken daily for all students through one of the following:</p> <ul style="list-style-type: none"> • Live Google Classroom sessions • Daily Assignment submission • Email communication • Phone communication <p>When there is no evidence of student interaction during a 24-hour period surrounding a scheduled school day as described, students are reported as absent. A day present for attendance may not be claimed for weekends or holidays, per ORS 336.010 and 187.010, or any other day during which a licensed or registered teacher is not available to students.</p> <p>Administration will review individual and school-wide attendance data weekly.</p>

2c. TECHNOLOGY

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Update procedures for district-owned or <i>school-owned</i> devices to match cleaning requirements (see section 2d of the Ready Schools, Safe Learners guidance). <input checked="" type="checkbox"/> Procedures for return, inventory, updating, and redistributing district-owned devices must meet physical distancing requirements.	<ul style="list-style-type: none"> • Each student will be assigned a Chromebook to support distance-learning activities. • RPA staff will clean and sanitize each device brought in for updates, repair, return, inventory, between use or redistribution. • Classroom computers will be cleaned with approved cleaners between uses. • All students will be allowed to take home their school issued devices on a regular basis and if a school closure occur. • An established technology inventory system will be used for all school devices. • Families will be surveyed to collect information about the number, type, and condition of devices used in their homes to support distance learning and their connectivity. • RPA will review technology procedures and policies and update as needed. • RPA will create a system to support student/staff/family technology needs and troubleshooting. • Families with limited internet access will be given local options. If not available or accessible, the student team will meet to discuss on-site options. • Each school issued devices will be assigned according to use serial number, model, and manufacturer. A user agreement must be signed by a parent or guardian prior to disbursement. • The school technology vendor will establish a procedure for the return, inventory, updating, and redistributing RPA-owned devices compliant with prevailing physical distancing requirements.

2d. SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ 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. 	<ul style="list-style-type: none"> ● Handwashing: All students have access to hand washing before breakfast and lunch are served. Opportunity for frequent hand washing will be provided throughout the school day. Hand washing will be supplemented with the use of hand sanitizer. ● Equipment: All classroom supplies and PE/recess equipment will be cleaned and sanitized before use by another student or cohort group. Sharing of supplies will be restricted whenever possible ● Safety Drills: During safety drills staff and students will follow distance requirements during exit of the building. Re-entry to the building will be through an assigned entry point to reduce incidental contact. ● Events: Field trips will be designed virtually for the school year. All assemblies, special performances, school-wide parent meetings and other large gatherings will be held virtually. ● Transitions/Hallways: Hallway traffic direction marked to show travel flow. ● Classroom line up: Students line up in cohort classes outside in designated areas, Keeping more than 6 feet between cohort group/each other. ● Personal Property: Each classroom will have a limit on the number of personal items brought in to school. A full list will be sent home prior to class starting with allowable items (e.g., refillable water bottle, school supplies, workbooks, etc.) Personal property must be labeled with a student name and will only be used by the student. ● Staff will make attempts to ensure each student has individual items. If not possible, staff will ensure equipment is sanitized after usage and prior to be given to another student or staff ● Bathrooms: Bathrooms will be re-assigned from being gender-segregated to cohort-segregated. BR's will be regularly disinfected and cleaned after each cohort use. A log will be placed in each BR tracking Cohort use and cleaning services.

2e. ARRIVAL AND DISMISSAL

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ 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 <i>Ready Schools, Safe Learners</i> 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. <ul style="list-style-type: none"> ● Eliminate shared pen and paper sign-in/sign-out sheets. ● Ensure hand sanitizer is available if signing children in or out on an electronic device. ☒ Ensure hand sanitizer 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. 	<p>In ALL cases, when students, staff, or other relater persons are on the RPA campus, prevailing physical distancing, stable cohorting, square footage guidelines, cleaning/sanitizing requirements rigorously observed.</p> <p>Arrival and Entry</p> <ul style="list-style-type: none"> ● Each student will be assigned an entrance point to the building ● Protocols will be shared with families and highlight the need to keep drop-off/pick-up interactions as brief as possible ● Staff will be present at each entry point to visually screen students for symptoms and track cohort data ● Families will be provided with their cohort arrival and dismissal times and entry/exit access point before school begins. ● Families will be provided with clear expectations when arriving after arrival or dismissing before dismissal. <p>Sign-in/Sign-out</p> <ul style="list-style-type: none"> ● Students entering or leaving the building at times other than arrival or dismissal will use the main building entrance ● Arrivals will be greeted at the door by a staff member to reduce office traffic

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> • All sign-in/sign-out tracking for students who enter school after arrival times will be screened and checked in by office staff. • Students will be electronically checked in & out by cohort group leaders. • There will be no physical (paper/pen) in/out logs sheets kept. • Hand sanitizer dispensers will be near all entry doors and other high-traffic areas.

2f. CLASSROOMS/REPURPOSED LEARNING SPACES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Seating: Rearrange student desks and other seat spaces so 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. ☒ 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. <ul style="list-style-type: none"> • Wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol. 	<ul style="list-style-type: none"> • Seating: Rearrange student desks and tables to at least six feet apart; assign seating so students are in the same seat at all times. Each class and hallway will have visual aids (e.g, painter's tape, stickers, etc.) • Materials: Each classroom will limit sharing of community supplies by assigning each student their own supplies that is kept in their space. • Handwashing: Students will wash hands before each meal and frequently throughout the day. • Furniture: All upholstered furniture and soft seating has been removed from the school building.

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ 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 <u>or</u> 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, and workspaces to single person usage at a time, maintaining six feet of distance between adults. 	<p>Playgrounds, fields, recess, breaks:</p> <ul style="list-style-type: none"> • Classrooms will be assigned equipment to be used for PE and recess. • All equipment will be disinfected daily and in between each cohort group. • Students must wash hands before and after using playground equipment. • Recess activities will be planned to support physical distancing and maintain stable cohorts. This can include limiting the number of students on one piece of equipment, at one game, etc. • Displaying additional signage restricting use of all school grounds for non-school purposes. <p>Staff rooms, common staff lunch areas, work places</p> <ul style="list-style-type: none"> • Staff will eat lunch in their own classrooms or area outside of the school • If staff chooses to use lunch room staff will need to take turns, making sure to sanitize/wipe down all surfaces used. Sign in/sign out sheet will be used. <p>Restrooms:</p> <ul style="list-style-type: none"> • Students must wash hands with soap and water for 20 seconds. Hand washing visuals posted near handwashing stations.

2h. MEAL SERVICE/NUTRITION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Include meal services/nutrition staff in planning for school reentry. <input checked="" type="checkbox"/> Staff serving meals must wear face shields or face covering (see section 1h of the Ready Schools, Safe Learners guidance). <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> Appropriate daily cleaning of meal items (e.g., plates, utensils, transport items) in classrooms where meals are consumed. <input checked="" type="checkbox"/> Cleaning and sanitizing of meal touch-points and meal counting system between stable cohorts. <input checked="" type="checkbox"/> Adequate cleaning of tables between meal periods. <input checked="" type="checkbox"/> 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. 	<ul style="list-style-type: none"> • All meals will be eaten in classrooms. • Meals will be delivered to classrooms on food carts. • All students will wash hands at assigned hand-washing stations. • Staff delivering food carts to classrooms will wear appropriate Protective equipment. • All meals will be eaten in the classroom at student desks. • Students will toss garbage in trash. • Students will wash hands after meal at assigned hand-washing station. <p>Note: each classroom will be provided a large (50 gallon) trash container for food (and other) trash. After lunch each day, teacher will roll the trash into the hallway.</p> <p>Trash will be immediately disposed of. Containers will be disinfected, re-bagged and returned to classroom during lunch recess.</p>

2i. TRANSPORTATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input type="checkbox"/> Include transportation departments (and associated contracted providers, if used) in planning for return to service. <input type="checkbox"/> 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). <input type="checkbox"/> Develop protocol for loading/unloading that includes visual screening for students exhibiting symptoms and logs for contact-tracing. This can be done at the time of arrival and departure. <ul style="list-style-type: none"> • 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. • If arriving at school, notify staff to begin isolation measures. <ul style="list-style-type: none"> ○ If transporting for dismissal and the student displays an onset of symptoms, notify the school. <input type="checkbox"/> 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. <input type="checkbox"/> Drivers wear face shields or face coverings when not actively driving and operating the bus. <input type="checkbox"/> 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). <input type="checkbox"/> 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. 	<p>Does not apply to us, parents provide transportation</p>

2j. CLEANING, DISINFECTION, AND VENTILATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Clean, sanitize, and disinfect frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and shared objects (e.g., toys, games, art supplies) between uses multiple times per day. Maintain clean and disinfected (CDC guidance) environments, including classrooms, cafeteria settings 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. ☒ Operate ventilation systems properly and/or increase circulation of outdoor air as much as possible by opening windows and doors, using fans, and through other methods. Consider running ventilation systems continuously and changing the filters more frequently. Do <u>not</u> use fans if they pose a safety or health risk, such as increasing exposure to pollen/allergies or exacerbating asthma symptoms. For example, do not use fans if doors and windows are closed and the fans are recirculating the classroom air. ☒ 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). ☒ Air circulation and filtration are helpful factors in reducing airborne viruses. Consider modification or enhancement of building ventilation where feasible (see CDC's guidance on ventilation and filtration and American Society of Heating, Refrigerating, and Air-Conditioning Engineers' guidance). 	<ul style="list-style-type: none"> • All frequently touched surfaces (e.g., playground equipment, door handle, drinking fountains) will be cleaned between uses by different cohorts, but not less than once daily. • Ventilation system will be checked and maintained monthly by maintenance staff • Classroom and whole school clean/sanitize/disinfect check list posted in classrooms. Teachers and janitorial will check off multiple times per day. • Regular cleaning will occur in accordance with the RPA Cleaning And Disinfecting Plan. • All classrooms will have two operational windows to allow for ventilation All air-movers are being serviced and repaired to ensure proper air movement throughout the school facilities. • While our student body does not currently include acutely medically sensitive students, the school's "medication room" (where prescribed medications are dispensed and minor first aid provided) is located in the main office and has excellent ventilation. • RPA will take extensive measures to ensure that all areas are cleaned and sanitized frequently. This includes the following: Two Staff will be designated to clean after each cohort transition. All staff will clean items after individual usage. Door handles, desks, and tables will be cleaned frequently throughout the day. Ventilation systems will be checked and maintained by maintenance staff. Each classroom will be cleaned and electrostatically sanitized at least twice each day.

2k. HEALTH SERVICES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ 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; physical, occupational, speech, and respiratory therapists; and School Based Health Centers (SBHC). 	<p>Health Services:</p> <ul style="list-style-type: none"> • RPA will provide age appropriate hand hygiene and respiratory etiquette education to endorse prevention. This includes website, monthly family newsletter and signage in the school setting for health promotion. • Schools will practice appropriate communicable disease isolation and exclusion measures. • Staff will participate in required health services related training to maintain health services practices in the school setting. COVID-19 specific infection control practices for staff and students will be communicated. • RPA Leadership will conduct regular review of IEP accommodations and student health records to identify and support students who need additional support. • Immunization processes will be addressed as per routine timeline, which prioritizes the beginning of the year and new students. Information for immunization clinics will be provided to families.

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> • Continuity of existing health management issues will have a plan for sustaining operations alongside COVID-19 specific planning (i.e. medication administration, diabetic care). • RPA will continue to seek guidance for our community health partners including: Collaborate with health organizations/professionals including but limited to: mental and behavioral health providers; physical, occupational, speech, and respiratory therapists; Multnomah County Health Authority and MESD .

2I. BOARDING SCHOOLS AND RESIDENTIAL PROGRAMS ONLY

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



3. Response to Outbreak

3a. PREVENTION AND PLANNING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Coordinate with Local Public Health Authority (LPHA) to establish communication channels related to current transmission level. <input checked="" type="checkbox"/> Establish a specific emergency response framework with key stakeholders. <input checked="" type="checkbox"/> When new cases are identified in the school setting, and the incidence is low, the LPHA will provide a direct report to the district nurse, or designated staff, on the diagnosed case(s). Likewise, the LPHA will impose restrictions on contacts. 	<p>Prevention and Planning:</p> <ol style="list-style-type: none"> 1. Coordinate Communication with the Local Public Health Authority. 2. If the region impacted is in Multnomah County, the Local Health Department (LHD) will provide school-centered communication and will potentially host conference calls. 3. When cases are identified in the local region the school leadership will be activated and responsibilities assigned within the school. 4. Identify baseline student absentee rates to determine if rates have increased by 20% or more. 5. Establish timely communication with staff and families. 6. When novel viruses are identified in the school setting, and the incidence is low, the local health department will provide direction to the Executive Director on the diagnosed case. Likewise, the LHD will impose restrictions on contacts. 7. If school closure is advised by the local public health department, consultation will occur between administration, the Reynolds School District, legal counsel, and school stakeholders to ensure processes are consistent with legal preparedness processes.

3b. RESPONSE

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Follow the district's or school's outbreak response protocol. Coordinate with the LPHA for any outbreak response. <input checked="" type="checkbox"/> If anyone who has been on campus is known to have been diagnosed with COVID-19, report the case to and consult with the LPHA regarding cleaning and possible classroom or program closure. <ul style="list-style-type: none"> • Determination if exposures have occurred • Cleaning and disinfection guidance • Possible classroom or program closure <input checked="" type="checkbox"/> Report to the LPHA any cluster of illness (2 or more people with similar illness) among staff or students. <input checked="" type="checkbox"/> When cases are identified in the local region, a response team should be assembled within the district and responsibilities assigned within the district. <input checked="" type="checkbox"/> Modify, postpone, or cancel large school events as coordinated with the LPHA. <input checked="" type="checkbox"/> If the school is closed, implement Short-Term Distance Learning or Comprehensive Distance Learning models for all staff/students. <input checked="" type="checkbox"/> Continue to provide meals for students. <input checked="" type="checkbox"/> Communicate criteria that must be met in order for On-Site instruction to resume and relevant timelines with families. 	<p>In the event of an outbreak, RPA will:</p> <ul style="list-style-type: none"> • Coordinate with the local health authority, • Report all cases to and consult with the LPHA regarding cleaning and possible classroom or program closure, • Report to the LPHA any cluster of illness (2 or more people with similar illness) among staff or students, • Assemble a Response Team (including a school administrator) When cases are identified. • Modify, postpone, or cancel large school events as coordinated with the local health authority. • If school is closed, Distance Learning will be implemented for all RPA staff/students. • RPA will work with our RSD partners to continue to provide meals for students in the event of a closure. <p>RPA will share and implement precautionary measures called for by the state and LPHA and communicate them to staff, students, and families. The CDC recommends:</p> <ul style="list-style-type: none"> • Avoid close contact with people who are sick. • Avoid touching your eyes, nose, and mouth. • Stay home when you are sick. • Cover your cough or sneeze with a tissue, then throw the tissue in the trash.

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> • Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe. • Follow the CDC’s recommendations for using a facemask (people with symptoms and health workers). • Remind all to wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60 percent alcohol. Always wash hands with soap and water if hands are visibly dirty. <p>RPA leadership is preparing for a possible increase in the number of employee absences due to illness in employees and their family members, and for dismissals of school due to high levels of absenteeism or illness.</p> <p>RPA will review policies and procedures that may come into play, such as:</p> <ul style="list-style-type: none"> • Student and employee absences due to illness • School closures based on public health concerns, • Emergency management plans, and • Non-discrimination policies <p>RPA will emphasize the need to remain vigilant against stigma due to perceived race, national origin, or recent travel. Foster a supportive environment free from rumors or associations of a virus with a specific population.</p> <p>RPA will consider cancelling nonessential travel per travel guidance on the CDC website, including field trips.</p> <p>RPA will prepare materials including symptoms lists, student absence protocols, communications plans, communications procedures with parents in the event of school closures, and the like.</p> <p>RPA will coordinate with ODE about the possibility of mass student or staff absences. (Flexibility on requirements for student attendance days and staffing requirements).</p> <p>Working with the LPHA, RPA will</p> <ul style="list-style-type: none"> • Determine when school closures are necessary as recommended by local and state public health authorities. • Establish distance learning options for extended school closures. • Address how staff will be informed about expectations for student home-based academic work. • Coordinate with the state educational agency about the possibility of school closings. How will attendance days and/or virtual class time be counted? • Coordinate with local health and welfare agencies to ensure children receiving free and reduced-price meals continue to receive nutrition usually supplied at schools. • Identify and seek state and federal emergency relief, grants, and funding flexibility available to address unexpected needs, and recovery efforts. • Coordinate with local health authorities about expectations to utilize school facilities for emergency services. <p>Obtain any needed equipment and supplies.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
	Work with public health officials for effective communication strategies.

3c. RECOVERY AND REENTRY

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Plan instructional models that support all learners in Comprehensive Distance Learning. <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> Communicate with families about options and efforts to support returning to On-Site instruction. <input checked="" type="checkbox"/> Follow the LPHA guidance to begin bringing students back into On-Site instruction. <ul style="list-style-type: none"> • Consider smaller groups, cohorts, and rotating schedules to allow for a safe return to schools. 	<p>Recovery and Reentry:</p> <ul style="list-style-type: none"> • If school closure is advised by the local public health department, consultation will occur between administration, the Reynolds School District, legal counsel, and school stakeholders to ensure processes are consistent with legal preparedness processes • RPA will continue to offer instructional models that support all learners in On-Site or Hybrid and Comprehensive Distance Learning. • Staff, or contractor, will 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. • Staff will communicate with families about options and efforts to support returning to On-Site instruction. • RPA will follow local health authority guidance to begin bringing students back into On-Site instruction. • RPA will implement smaller group, cohorting, and rotating schedules to allow for a safe return to schools.



ASSURANCES

This section must be completed by any public school that is providing instruction through On-Site or Hybrid Instructional Models.

Schools providing Comprehensive Distance Learning Instructional Models do not need to complete this section.

This section does not apply to private schools.

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



4. Equity



5. Instruction



6. Family, 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 <i>Include how/why the school is currently unable to meet them</i>