



# DRAFT School Reopening Plan

## Introduction

1. General Guiding Principles
  - a. Principle 1: Focus on the needs of students and their families
  - b. Principle 2: Focus on learner competency and instructional quality
  - c. Principle 3: Focus on health and safety without adversely impacting learning, including social-emotional learning
  
2. Plan Development
  - a. This plan included feedback and key information from the following sources:
    - i. Survey of parents and staff
    - ii. Consultation with USDB educators, USDBEA leaders, nursing staff, administration, Utah State Department of Health
    - iii. Draft plan sent to the USDB Advisory Council for review and feedback
    - iv. Final approval by the Utah State Board of Education
  - b. This plan will be adjusted as needed to meet the evolving circumstances of COVID-19.
  
3. [Communication Plan](#)
  - a. The plan will be shared publicly via the following methods:
    - i. Posted Prominently on the USDB Website
    - ii. USDB Social Media
    - iii. Direct email to all staff members and families served by USDB
    - iv. Informacast message with a link to the plan on the website
    - v. Individual student needs will be discussed on a case-by-case basis and during IEP meetings.
    - vi. A reopening plan-specific phone line
    - vii. USDB will provide materials to families and staff with instructions for symptom checking, including: "If you feel sick; stay home."
    - viii. USDB will assist families in procuring necessary items to fulfill symptom checking requirements upon request.
    - ix. Educational program directors will be the point of contact for families and staff members.

# Plan Elements

## 1. Program Flexibility

- a. This school reopening plan is required to provide a comprehensive, flexible, and nimble approach due to the evolving nature of the COVID-19 pandemic. This includes potential outside factors that cannot be controlled by USDB as well as the potential for positive cases or cluster outbreaks on USDB campuses.
- b. USDB schedules will remain the same as previous years. However, subject to more information USDB may need to adjust daily or weekly class schedules for specific programs:
  - i. to allow more time for teachers to facilitate effective remote personalized learning and to remain nimble in case of future school closures,
  - ii. to accommodate schedule changes with partner LEAs, or
  - iii. to operate within required transportation route logistics.
- c. USDB will continue to use a competency-based approach, consistent with the [USDB Personalized Learning and Innovative Practices policy](#).
- d. Student attendance on campus will continue to be flexible to accommodate special health needs and family choices, within the limitations of IDEA and state requirements
- e. USDB curriculum and other interactive electronic resources will be available online for “any time, any place, any pace” learning, both on-campus and remotely.
- f. USDB will review and update all healthcare plans to ensure current information addresses COVID-19.
- g. Some modifications to learning arrangements may require IEP team approval. Parents do not formally choose in-person or remote learning at USDB because USDB uses a blended model, which by default includes both in-person classroom time and online learning resources. However, if students cannot attend school regularly for an extended period of time, the IEP team may consider a different placement. This approach is consistent with our personalized learning model at USDB.

## 2. Daily Screenings

- a. Individual temperatures are taken for staff and students daily before arrival. Temperature readings are not recorded, but individuals above 100.4 are required to remain at home.
- b. Students and staff will be required to complete a daily screening checklist before boarding school transportation or entering a USDB facility.

## 3. Social Distancing on Campus

- a. Social distancing is the first line of defense and the most effective approach to preventing the spread of COVID-19 at USDB. Low student-teacher ratios, small class sizes, and many large classrooms enable effective social distancing.
  - b. Non-instructional positions that do not require a campus presence will be approved for telework to reduce the number of individuals in the workplace.
  - c. Class cohorts (pods) are generally limited to small groups of less than 10 students.
  - d. Teachers are encouraged to hold frequent outdoor activities with their students
  - e. Classrooms will be arranged to promote social distancing as much as possible while maintaining the ability for effective learning to occur
  - f. Class pods are required to maintain a safe distance from others in common areas on campus.
  - g. Only one student at a time will be allowed in a restroom.
  - h. Instructional techniques for young preschool children and students who are blind, visually impaired, or deafblind require tactile strategies. In these cases, instructional staff may not maintain as much social distancing as with other students.
  - i. USDB cottage residents will be required to safely distance and will be trained and required to use COVID-19 hygiene and sanitization protocols. Because USDB residential cottages are the weekday homes of transition students, residents are not required to wear masks in the cottage where they reside.
4. Face Coverings on Campus
- a. Face coverings (mask or clear shield) are required for staff and students when social distancing is not possible.
  - b. Exceptions to face coverings, consistent with the requirements of the [Utah Department of Health July 17, 2020 State Public Health Order](#), include:
    - i. Face coverings are not recommended for students and instructional staff in USDB preschool, elementary, and secondary classrooms due to sensory or other disabilities.
    - ii. Face coverings are not required in any area for students who cannot use a face covering due to disability or medical needs.
    - iii. Additional exceptions may be approved on a case-by-case basis by the administration based upon unanticipated situations that arise during the course of school operations.
  - c. Face covering requirements for individuals and class pods are determined by USDB administrators. Staff members may not impose additional requirements that exceed the administration approved face covering protocols for an individual or a class pod.
  - d. Social shaming, ridicule, criticism, or discipline of a student for the individual use or non-use of a mask is prohibited.
  - e. Clear face shields or clear masks may be preferable to face masks that muffle voices or cover lips and facial expressions.

- f. Face coverings are required during transitions, in hallways and common indoor areas.
  - g. Each student who can use a face covering will receive a reusable mask from USDB.
  - h. Parents are responsible to send the USDB face-covering or another face covering to school daily with each child.
  - i. Face coverings will be provided for individuals who do not bring one.
  - j. Additional PPE will be provided for staff as required for special assignments.
5. Sanitization Protocols
- a. USDB will follow the [CDC guidelines](#) for cleaning and disinfecting frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains) within the school and outside functional areas daily or between use as much as possible.
  - b. Use of shared objects (e.g., gym or physical education equipment, art supplies, toys, games) will be limited when possible, and cleaned between use.
  - c. USDB will utilize CDC recommended cleaning solutions to disinfect surfaces, classrooms and shared spaces.
  - d. Teachers will be required to ensure they clean as they teach to ensure cross contamination is kept to a minimum.
  - e. Students in secondary programs will assist with cleaning surfaces between class changes.
  - f. Facilities staff will continue to remove waste from the building at regular intervals and spot check for areas of greater concern.
  - g. Facilities staff will continue to clean and sanitize all USDB structures with a heavier emphasis on sterilization and waste removal.
  - h. Hand sanitizer will be provided in each classroom.
  - i. Drivers of fleet vehicles will be required to sanitize each vehicle after each use, including: wipe down of the interior and exterior doors, steering wheel, dashboard, arm rests and seats that were used during travel, window controls, mirror, gear shifter and other high touch areas.
  - j. USDB fleet staff will perform spot checks to ensure compliance with a provided sanitization list.
  - k. Fleet vehicles will also have routine cleaning monthly
  - l. USDB drivers will be encouraged to sanitize Enterprise rentals before each use.
6. Additional Safe Practices on Campus
- a. Non-essential visitors are restricted at USDB campuses.
  - b. Sanitizer will be placed near each entry door, reception desk, and each classroom.
  - c. Plexiglass barriers will be installed at office reception and certain other locations
  - d. Students and staff will be encouraged to bring their own water bottles for use at touchless water fountains. Cups will be provided near drinking fountains for use of students and staff without a water bottle.

- e. Individuals will ride separately in elevators.
  - f. Isolation stations will be identified at each campus and managed by nursing staff
  - g. Increased facilities cleaning with antibacterial, antimicrobial, antiviral products for frequently touched areas such as door handles, light switches, desktops, all handrails, elevator buttons, conference rooms, kitchen areas, keyboards, sink handles, toilets, and teacher lounges multiple times daily, consistent with [CDC guidelines](#).
  - h. P.E. classes will be held outside as long as weather permits. When classes move inside, students will be required to maintain as much safe distancing as possible during PE activities. Masks will not be required while playing sports.
  - i. Students will be consistently trained and reminded about best hygiene practices, including washing hands for at least 20 seconds after using the restroom.
  - j. In-person staff meetings will include safe social distancing and calendar invites will include Zoom links for those who do not attend in person.
7. Student Transportation
- a. Vans will be sanitized each day.
  - b. Symptom and exposure screenings will occur before riding each day. Any student with a temperature of 100.4 or greater will not attend school that day.
  - c. Masks required of drivers.
  - d. Masks required of students while on transportation unless the student is incapable of doing so due to disability or medical needs.
  - e. Parents are allowed to transport their children
  - f. Seating on vans will be assigned and the number of persons will not exceed 7 individuals to promote social distancing.
  - g. Van protocols also apply to transporting students in state fleet vehicles.
8. Food Services
- a. Lunchtimes will be staggered.
  - b. Custodial staff or lunch staff will create a checklist for each class and clean tables between each use.
  - c. The flow of traffic will be managed to reduce contact among cohorts.
  - d. Markings will be spaced 6 feet apart when waiting in line for lunch service.
  - e. Food will be prepared to reduce contamination.
  - f. Tables will be spaced 6 feet apart.
9. Playgrounds
- a. Recess times will be staggered.
  - b. Class pods will be maintained during recess times
  - c. Class pods outside at the same time will be safely distanced by at least 6' of open space.
  - d. Students and staff will wash hands immediately after outdoor playtime.
  - e. Frequently touched surfaces on playground equipment will be sanitized daily.

10. Extracurricular and Large group activities

- a. Extracurricular activities are optional for students.
- b. USDB will maintain sanitization, social distancing, and other protocols similar to school class pod standards.
- c. Some large group activities will be suspended where social distancing and other risk mitigation protocols cannot be maintained.
- d. USDB will carefully evaluate the balance between student social-emotional needs and physical health risks
- e. USDB will comply with UHSAA guidelines for school sports and other sanctioned activities

11. Staff Members Assigned off-campus

- a. Off-campus staff includes educators, O&M providers, interveners, early intervention specialists, and interpreters serving LEAs and families throughout the state.
- b. Each staff member will follow the School Reopening Plan and policies of the LEAs where they serve.
- c. Where possible, staff will use remote and hybrid service options.
- d. USDB will provide PPE and sanitization products for outreach staff.

12. Training

- a. All staff will be trained during our annual opening meeting on August 17, 2020 regarding the USDB reopening protocols and action plans. Follow up training will be provided during monthly faculty meetings.
- b. Topics will include the USDB Reopening Plan, sanitization of classrooms, protocol for symptom monitoring,
- c. Training will be translated into Spanish and other languages that have requested the content in written form.
- d. Training will also include the social and emotional aspects of school (shaming, discipline, etc)

13. Symptomatic Individuals

- a. USDB will closely monitor staff and student symptoms and absenteeism.
- b. Staff members who claim to need special consideration due to underlying health conditions will be considered on a case by case basis in consultation with HR.
- c. When a student or a staff member is symptomatic:
  - i. Communication with a supervisor regarding symptoms should occur via a call or text instead of an in-person conversation.
  - ii. Communication from a student on campus should be in-person.
  - iii. A staff member will be sent home immediately.
  - iv. A student will be immediately quarantined until transportation home can be arranged.
  - v. Facilities will clean and sanitize all the areas where the staff member or student interacted.

- vi. USDB will allow home quarantine for 72 hours until symptoms resolve and test results confirm the individual is COVID-19 negative
- vii. Symptomatic individuals will be allowed to physically return to work when their symptoms are not due to a communicable disease as confirmed by a medical provider.
- d. If a test positively confirms COVID-19 for a student or staff member:
  - i. USDB will consult with the health department for contact tracing, notification, and other protocols
  - ii. USDB may impose a home quarantine of the class pod or office coworkers for up to 14 days
  - iii. USDB will consult with DHRM, health officials, and Risk Management, regarding its obligation to alert and share relevant information with exposed coworkers or the parents of exposed students
  - iv. County health departments will conduct contact tracing with anyone testing positive for COVID-19 and health officials will communicate with those who were in close contact with the individual.
- e. Protocols may change according to Utah risk phases, health department recommendations or other government directives.