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OPERATIONAL BLUEPRINT FOR SCHOOL REENTRY 2020-21

Updated 1/19/2021

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. *It is required that a revised Operational Blueprint be completed and updated when there is a change of Instructional Model.*

1. Please fill out information:

¹ For the purposes of this guidance: "school" refers to all public schools, including public charter schools, public virtual charter schools, alternative education programs, private schools and the Oregon School for the Deaf. For ease of readability, "school" will be used inclusively to reference all of these settings.

² For the purposes of this guidance: "district" refers to a school district, education service district, public charter school sponsoring district, virtual public charter school sponsoring district, state sponsored public charter school, alternative education programs, private schools, and the Oregon School for the Deaf.

³ Tribal Consultation is a separate process from stakeholder engagement; consultation recognizes and affirms tribal rights of self-government and tribal sovereignty, and mandates state government to work with American Indian nations on a [government-to-government](#) basis.

SCHOOL/DISTRICT/PROGRAM INFORMATION	
Name of School, District or Program	Oakridge Elementary School, Oakridge School District 76
Key Contact Person for this Plan	Peter Iten, Principal
Phone Number of this Person	541-782-3226
Email Address of this Person	piten@ohswarriors.net
Sectors and position titles of those who informed the plan	District Office <ul style="list-style-type: none"> ● Reta Doland: Superintendent ● Student Services: Director of Student Services ● Business Office: Business Manager ● Human Resources Department ● Operations Department <ul style="list-style-type: none"> ○ Facility/Maintenance Coordinator ○ First Student- Transportation ○ Nutrition Services ○ Technology Coordinator ● Greg Chapman: Oakridge High School Principal & Middle School Principal ● Peter Iten, Oakridge Elementary Principal ● Oakridge High School Teachers/OEA Union President ● Oakridge Elementary School Teachers ● Oakridge School District Board of Director ● Orchid Health Clinic Lane County Public Health
Local public health office(s) or officers(s)	Lane County Public Health Phone: 541.682.4041
Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	OES- Peter Iten, Principal & Greg Chapman OJSHS- Greg Chapman, Principal & Peter Iten District Office- Reta Doland Student Services- Dr. Chad Harrison
Intended Effective Dates for this Plan	February 16, 2021 to June 18, 2021
ESD Region	

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.

We collected survey data regarding Distance Learning for All successes and struggles, technology availability/needs for next school year, preference of parents and students for structure of learning and intention to attend for 2020- 2021 school year.

The survey link was provided to all students, families and community to ensure effective representation/survey data from all levels of students, including demographics and our underserved and marginalized students/community groups. We provided paper copies of the surveys upon request.

We engaged our parents including traditionally underserved populations via personal phone call. This includes:

- [X] have access free and reduced lunch
- [X] identify as students of color
- [X] experience special needs
- [X] require accommodations from a 504 Plan
- [X] are emerging bilingual students

Our staff is dedicated to placing our focal communities at the center of our planning for 2020-21 school year. Across our district, our focal students will have preference to in-person learning, and K-3 will be in person four days a week. We have discussed all students with special needs having access to 4 days a week in-person learning K-12 in all our models.

3. Select which instructional model will be used:

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 3-22 in the initial template) and [submit online](#), including updating when you are changing Instructional Model (<https://app.smartsheet.com/b/form/a4dedb5185d94966b1dffc75e4874c8a>).

* **Note:** Private schools are required to comply with only sections 1-3 of the *Ready Schools, Safe Learners* guidance.

REQUIREMENTS FOR COMPREHENSIVE DISTANCE LEARNING OPERATIONAL BLUEPRINT

This section must be completed by any school that is seeking to provide instruction through Comprehensive Distance Learning. For Private Schools, completing this section is optional (not required). Schools providing On-Site or Hybrid Instructional Models do not need to complete this section.

Describe why you are selecting Comprehensive Distance Learning as the school's Instructional Model for the effective dates of this plan.

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.

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.

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

ESSENTIAL REQUIREMENTS FOR HYBRID / ON-SITE OPERATIONAL BLUEPRINT

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

Schools providing Comprehensive Distance Learning Instructional Models do not need to complete this section unless the school is implementing the Limited In-Person Instruction provision under the Comprehensive Distance Learning guidance.



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"/> Conduct a risk assessment as required by OSHA administrative rule OAR 437-001-0744(3)(g). <ul style="list-style-type: none"> • OSHA has developed a risk assessment template. <input checked="" type="checkbox"/> Implement measures to limit the spread of COVID-19 within the school setting, including when the school setting is outside a building. <input checked="" type="checkbox"/> Update written Communicable Disease Management Plan to specifically address the prevention of the spread of COVID-19. Examples are located in the Oregon School Nurses Association (OSNA) COVID-19 Toolkit. <ul style="list-style-type: none"> • Review OSHA requirements for infection control plan to ensure that all required elements are covered by your communicable disease management plan, including making the plan available to employees at their workplace. Requirements are listed in OSHA administrative rule OAR 437-001-0744(3)(h). • OSHA has developed a sample infection control plan. 	<p>Risk assessment is completed and on file in the Human Resources Department.</p> <ul style="list-style-type: none"> • The Oakridge School District follows the published Communicable Disease Management Plan. • The Oakridge School District also follows School Board Policies GBEB, JHCC and GBEB-AR/JHCC-AR • Screening/Isolation: Visual screening of all students and staff is outlined in 1e. • Potentially symptomatic students will be isolated following guidance outlined in 1h.

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Designate a single point-person at each school to establish, implement, support and enforce all RSSL health and safety protocols, including face coverings and physical distancing requirements, consistent with the Ready Schools, Safe Learners guidance and other guidance from OHA. This role should be known to all staff in the building with consistent ways for licensed and classified staff to access and voice concerns or needs. ☒ Create a simple process that allows for named and anonymous sharing of concerns that can be reviewed on a daily and weekly basis by the designated RSSL building point-person. Example: Anonymous survey form or suggestion box where at least weekly submissions and resolutions are shared in some format. ☒ Include names of the LPHA staff, school nurses, and other medical experts who provided support and resources to the district/school policies and plans. Review relevant local, state, and national evidence to inform plan. ☒ Process and procedures established to train all staff in sections 1 - 3 of the Ready Schools, Safe Learners guidance. Consider conducting the training virtually, or, if in-person, ensure physical distancing is maintained to the maximum extent possible. ☒ Protocol to notify the local public health authority (LPHA Directory by County) of any confirmed COVID-19 cases among students or staff. ☒ Plans for systematic disinfection of classrooms, common areas, offices, table surfaces, bathrooms and activity areas. ☒ Process to report to the LPHA any cluster of any illness among staff or students. ☒ Protocol to cooperate with the LPHA recommendations. ☒ Provide all logs and information to the LPHA in a timely manner. ☒ Protocol for screening students and staff for symptoms (see section 1f of the Ready Schools, Safe Learners guidance). ☒ Protocol to isolate any ill or exposed persons from physical contact with others. ☒ Protocol for communicating potential COVID-19 cases to the school community and other stakeholders (see section 1e of the Ready Schools, Safe Learners guidance). ☒ Create a system for maintaining daily logs for each student/cohort for the purposes of contact tracing. This system needs to be made in consultation with a school/district nurse or an LPHA official. Sample logs are available as a part of the Oregon School Nurses Association COVID-19 Toolkit. <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. ☒ Required components of individual daily student/cohort logs include: <ul style="list-style-type: none"> • Child's name • Drop off/pick up time • Parent/guardian name and emergency contact information • All staff (including itinerant staff, district staff, substitutes, and guest teachers) names and phone numbers who interact with a stable cohort or individual student ☒ Protocol to record/keep daily logs to be used for contact tracing for a minimum of four weeks to assist the LPHA as needed. 	<ul style="list-style-type: none"> • Contact Tracing: Contract tracing logs will be kept for each student/cohort electronic log • Google Form for Oakridge Elementary School - Public Health Protocols Feedback • The Oakridge School District Outbreak Protocol is outlined in section 3a. • The Oakridge School District follows the published Communicable Disease Management Plan. • The Oakridge School District also follows School Board Policies GBEB, JHCC and GBEB-AR/JHCC-AR • Screening/Isolation: Visual screening of all students and staff is outlined in 1e. • Potentially symptomatic students will be isolated following guidance outlined in 1h. • Classroom square footage will be maximized to ensure 6' physical distancing and 35 sq. ft per person. • Systematic cleaning times will be implemented building-wide. • Screening of students will take place upon entry onto the bus and into the building. School-wide contact tracing logs will be implemented. • The Principal is the designated contact who will establish, implement, and enforce physical distancing and other OHA guidance. • Preview Hybrid model February 2 – February 10 staff will be trained/review in Ready Schools, Safe Learners processes and procedures. • Students will “clean in” and “clean out” of the classroom between each transition. Day custodial services will complete systemic bathroom, classroom, office, hallway, and activity area sanitization. The schedule is based on student movement throughout the school in their cohorts' classroom to and the cafeteria. • Students will enter the school in designated areas based on grade-level and cohort-grouping. Staff will be visually and verbally screening students. Upon entry, student tracing logs will be updated.

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> See supplemental guidance on LPHA/school partnering on contact tracing. Refer to OHA Policy on Sharing COVID-19 Information <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"/> Designate a staff member and process to ensure that the school provides updated information regarding current instructional models and student counts and reports these data in ODE's COVID-19 Weekly School Status system.</p> <p><input checked="" type="checkbox"/> Protocol to respond to potential outbreaks (see section 3 of the Ready Schools, Safe Learners guidance).</p>	<p>The school has designated the Lion's Den as the room to host any student(s) exposed to an illness to decrease contact with others. Attention will be to maintain a minimum 35 sq. ft. per person.</p> <p>Principal is the designated person to ensure that the school provides updated information regarding current instructional models and student counts and reports these data in ODE's COVID-19 Weekly School Status system.</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 (<i>including outside</i>), 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. 2. Medically Fragile: Are students who may have a life-threatening health condition and who may require immediate professional nursing services. 3. Nursing-Dependent: Are students who have an unstable or life-threatening health condition and who require daily, direct, and continuous professional nursing services. <p><input checked="" type="checkbox"/> Review Supplemental Guidance on Community and Health Responsibilities Regarding FAPE in Relation to IDEA During CDL and Hybrid.</p> <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. 	<p>All staff and students will be given the opportunity to self-identify as vulnerable or living with a vulnerable family member.</p> <p>Staff (<i>Plan includes confidential, classified, and limited teachers self identifying</i>). <u>Staff must provide verification from a medical professional and/meet any requirements set forth by the State of Oregon, in order to not report to work and provide services to students.</u> FMLA/OFLA Leave Laws will apply.</p> <ul style="list-style-type: none"> Redeployed staff members will be assigned to on-line instructional support, work tasks without in-person contact, (i.e., maintenance projects, office work), or leave options. <p>Students</p> <ul style="list-style-type: none"> Building teams will collaborate to support students with medical conditions that are complex, fragile or need special consideration Students with disabilities will continue to receive specially designed instruction per their IEP. Students with language services will continue to receive English Language Development. <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"> The RN practicing in the school setting should be supported to remain up to date on current guidelines and access professional support such as evidence-based resources from the Oregon School Nurses Association. Service provision should consider health and safety as well as legal standards. Appropriate medical-grade personal protective equipment (PPE) should be made available to nurses and other health providers. Work with an interdisciplinary team to meet requirements of ADA and FAPE. High-risk individuals may meet criteria for exclusion during a local health crisis. Refer to updated state and national guidance and resources such as: <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. 	<p>Staff in high risk situations will be provided reasonable accommodations to return to work safely and/or may apply for applicable leave.</p> <ul style="list-style-type: none"> Age 65 years or older Cancer COPD (chronic obstructive pulmonary disease) Serious heart conditions, such as heart failure, coronary artery disease, or cardiomyopathies Immunocompromised state (weakened immune system) from solid organ transplant Obesity (body mass index [BMI] of 30 or higher) Type 2 diabetes mellitus Chronic kidney disease Sickle cell disease Other conditions or risk factors identified by OHA, CDC, or a licensed healthcare provider <p>We continually review Supplemental Guidance on Community and Health Responsibilities Regarding FAPE in Relation to IDEA During CDL and Hybrid</p>

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. If implementing Learning Outside guidance, establish an outside learning space for learning that maintains minimum 35 square feet per person. <ul style="list-style-type: none"> Within this design, educators should have their own minimum of 35 square feet and the design of the learning environment must allow for some ability for the educator to move through the room efficiently and carefully without breaking 6 feet of physical distance to the maximum extent feasible. ☒ Support physical distancing in all daily activities and instruction, maintaining six feet between individuals to the maximum extent possible. ☒ Minimize time standing in lines and take steps to ensure that six feet of distance between students is maintained, including marking spacing on floor, one-way traffic flow in constrained spaces, etc. ☒ Schedule modifications to limit the number of students in the building or outside learning space (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. 	<p>Overall: All classrooms/teaching spaces (including communal spaces, if they are used) will be evaluated to determine how many people can be accommodated allowing 35 square feet of usable space. Signs stating room capacity will be visible in each room and common area.</p> <ul style="list-style-type: none"> Remove extra furniture to allow seating capacity for only the allowable number of people in each classroom. Personal items removed will not be stored on school property. Assign seating to maximize physical distancing and minimize physical interaction. Remove fabric-covered furniture. Where people will need to be in line, use floor markings to demonstrate where people should stand.

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Staff must maintain physical distancing during all staff meetings and conferences, or consider remote web-based meetings.	<ul style="list-style-type: none"> ● Mark travel lanes in hallways (see 2d). ● A monitor will be appointed in each building to monitor compliance (through re-teaching, not discipline) with social distancing and support the process of maintaining contact-tracing logs. ● Schedule modifications to limit the number of students in the building (cohorting) ● If used, Stagger use of community spaces (cafeteria, gymnasium, playground). ● Staggered arrival/departure times will minimize the number of students at entrances and allow for supervision while students are physically distanced <p>Elementary:</p> <ul style="list-style-type: none"> ● Follow overall recommendations of ODE and OHA. ● Follow overall recommendations of ODE and OHA. <p style="text-align: center;"><u>Public Health Protocols</u></p> <ul style="list-style-type: none"> ● Disease Management Plan for COVID-19 Management Plan (link coming soon) <ul style="list-style-type: none"> ● Contact Tracing Log: <ol style="list-style-type: none"> 1. Oakridge Elementary health screening electronic log 2. Staff training on visual protocols 3. Staff posted at each entrance for initial screening 4. Continuously use and update school's contact log ● Map of school ID entrances for cohorts ● Music: Music teacher rotates into Google Classroom cohort for instruction, band and choir will not be available in person. ● Physical Education (PE): PE teacher rotates into Google Classroom cohorts with instructional videos for non-contact activities; provide enough time for cleaning and sanitization between groups if using common spaces ● Design cohorting model to facilitate compliance with physical distancing requirements. ● Each class may be split into groups to support physical distancing, as classroom space allows, with one teacher per class

OHA/ODE Requirements**Hybrid/Onsite Plan**

responsible for overall instruction for all groups in that class.

- Developmentally and age-appropriate lessons will be taught throughout the year to support students in maintaining physical distancing and health and safety protocols.

Special education services:

- Follow overall recommendations.
- SpEd instruction will be planned and provided by Case Manager in collaboration with the Director of Special Services.
- Itinerant Speech/Language Pathologist: one space designated for speech and language cohort groups. SLP provided face-shield.
- Review other itinerant staff services to maintain physical distancing. If physical distancing cannot be maintained with direct services, the IEP team will convene to determine appropriate next steps.

Transportation:

- Bus transportation (see 2i)
- Walking transportation: encourage social distancing while walking to school
- Develop class rosters to have no more than 20 students with one teacher.
- Each class (K-1) will be supported by paraeducators both to provide instructional support and in order to support/encourage physical distancing.
- Two Groups will be designated by alphabetical order and/or shared space. A third group will be designated for families who wish to have their child(ren) only participate in online learning. Groups will be classified a:
 - A-Group
 - B-Group.
 - C-Group (online learning only)
- **A Group**-in the building Mon/Wed, online Tues/Thurs.
- **B Group**-in the building Tues/Thur. Online Mon./Wed.
- **C Group**-All online

At each grade level:

- Teachers in the building, teaching groups A and B while in the building

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> ● Teachers will provide teaching and learning to on-online students and the A and B students while online. <p>Schedules:</p> <ul style="list-style-type: none"> ● PE and Music-on-line into classrooms in cohorts to offer PE and Music to students in the building; Acellus will be provided for those all online (C Group). ● SPED and other learning specialists are pushing/on-line into classrooms and in-person to support their students. ● Students stay in their classroom except for Lunch, Recess, and bathroom breaks. ● Breakfast and lunch will be in the classroom ● Recess by cohorts-spaced out for cleaning. ● Transition hand cleaning times in place. ● Cohorts with individual play equipment <p>Cafeteria: Space capacity of no more than 25 students with 2 staff.</p> <p>Library: Space capacity of no more than 15 students with 1 staff.</p> <p>Multipurpose Room: Space capacity of no more than 25 students with 2 staff.</p> <p>Gym: Space capacity of no more than 25 students with 2 staff.</p> <p>PE Instruction:</p> <ul style="list-style-type: none"> ● Scheduled PE classes on-line, in the gymnasium, outside, or in classrooms with cohort groups; ● Adequate time will be provided for cleaning and sanitization between groups if using common spaces. PE equipment should be grouped and used by color to facilitate efficient cleaning

1d. COHORTING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Where feasible, establish stable cohorts: groups shall 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. ☒ Students cannot be part of any single cohort, or part of multiple cohorts that exceed a total of 100 people within the educational 	<p>Below are the identified stable cohorts to ensure capability for contact tracing.</p> <p>Students will not have more than a total of 100 cohort contacts, including all adults they have contact with.</p> <p>Students will first be cohorted by family.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>week⁴, unless the school is offering Learning Outside, then they must follow guidelines for cohorting in Learning Outside guidance. Schools must plan to limit cohort sizes to allow for efficient contact-tracing and minimal risk for exposure. Cohorts may change week-to-week, but must be stable within the educational week.</p> <ul style="list-style-type: none"> ☒ Each school must have a system for daily logs to ensure contact tracing among the cohort (see section 1a of the Ready Schools, Safe Learners guidance). ☒ Minimize interaction between students in different stable cohorts (e.g., access to restrooms, activities, common areas). Provide access to All Gender/Gender Neutral restrooms. ☒ Cleaning and sanitizing surfaces (e.g., desks, dry erase boards, door handles, etc.) must be maintained between multiple student uses, even in the same cohort. ☒ Design cohorts such that all students (including those protected under ADA and IDEA) maintain access to general education, grade-level academic content standards⁵, and peers. ☒ Minimize the number of staff that interact with each cohort to the extent possible, staff who interact with multiple stable cohorts must wash/sanitize their hands between interactions with different stable cohorts. ☒ Elementary staff who interact with multiple cohorts (music, PE, library, paraprofessionals who provide supervision at recesses, etc.) should have schedules altered to reduce the number of cohorts/students they interact within a week. Consider having these staff engage via technology, altering duties so that they are not in close contact with students in multiple cohorts, or adjust schedules to reduce contacts. 	<ol style="list-style-type: none"> 1. Transportation <ul style="list-style-type: none"> ○ This is a stable group of students on Monday/Wednesday and Tuesday/Thursday, or Monday-Thursday. ○ Stable groups should be by family groupings. ○ Updated contact-tracing logs are required for each run on a route. 2. Kindergarten - 6th Grade Classroom Cohort <ul style="list-style-type: none"> ○ These grade-level cohorts are maintained throughout the year and for each special area (i.e., music, PE, recess, meal service). 3. Contact tracing will be maintained with Google document spreadsheet in Google Forms.

1e. PUBLIC HEALTH COMMUNICATION AND TRAINING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ 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. ☒ Offer initial training to all staff prior to being in-person in any instructional model. Training could be accomplished through all staff webinar, narrated slide decks, online video, using professional learning communities, or mailing handouts with discussion. Training cannot be delivered solely through the sharing or forwarding information electronically or in paper copy form as this is an insufficient method for ensuring fidelity to public health protocols (see section 8b of the Ready Schools, Safe Learners guidance for specific training requirements). Note: Instructional time requirements allow for time to be devoted for professional learning that includes RSSL training. ☒ Post “COVID -19 Hazard Poster” and “Masks Required” signs as required by OSHA administrative rule OAR 437-001-0744(3)(d) and (e). ☒ Develop protocols for communicating with students, families and staff who have come into close contact with a person who has COVID-19. <ul style="list-style-type: none"> • The definition of exposure is being within 6 feet of a person who has COVID-19 for at least 15 cumulative minutes in a day. 	<p>We are providing initial training to all staff prior to being in-person in any instructional model. Training could be accomplished through all staff webinar, narrated slide decks, online video, using professional learning communities, or mailing handouts with discussion. Training cannot be delivered solely through the sharing or forwarding information electronically or in paper copy form as this is an insufficient method for ensuring fidelity to public health protocols (see section 8b of the Ready Schools, Safe Learners guidance for specific training requirements). Note: Instructional time requirements allow for time to be devoted for professional learning that includes RSSL training.</p> <p>Post “COVID -19 Hazard Poster” and “Masks Required” signs as required by OSHA administrative rule OAR 437-001-0744(3)(d) and (e).</p>

⁴ The cohort limit is focused on the students experience and their limit of 100 people includes every person they come into contact with, including staff. There is not a limitation for staff in cohort size while care should be given to design and attention to the additional requirements.

⁵ Academic content standards refer to all of Oregon state academic standards and the Oregon CTE skill sets.

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • OSHA has developed a model notification policy. <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Develop protocols for communicating immediately with staff, families, and the school 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"/> Periodic interval training also keeps the vigilance to protocols ever present when fatigue and changing circumstances might result in reduced adherence to guidance. <input checked="" type="checkbox"/> Provide all information in languages and formats accessible to the school community. 	<p>We developed protocols for communicating immediately with staff, families, and the school 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.</p> <p>We conduct periodic interval training also keeps the vigilance to protocols ever present when fatigue and changing circumstances might result in reduced adherence to guidance.</p>

1f. ENTRY AND SCREENING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Direct students and staff to stay home if they have COVID-19 symptoms. COVID-19 symptoms are as follows: <ul style="list-style-type: none"> • Primary symptoms of concern: cough, fever (temperature of 100.4°F or higher) or chills, shortness of breath, difficulty breathing, or new loss of taste or smell. • Note that muscle pain, headache, sore throat, diarrhea, nausea, vomiting, new 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 must be excluded from school for signs of other infectious diseases, per existing school policy and protocols. See pages 9-11 of OHA/ODE Communicable Disease Guidance for Schools. • 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 (lighter skin); greyish lips or face (darker skin) ○ Other severe symptoms <input checked="" type="checkbox"/> Diligently screen all students and staff for symptoms on entry to bus/school/outside learning space every day. This can be done visually as well as asking students and staff about any new symptoms or close contact with someone with COVID-19. For students, confirmation from a parent/caregiver or guardian can also be appropriate. Staff members can self-screen and attest to their own health, but regular reminders of the importance of daily screening must be provided to staff. <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. See table "Planning for COVID-19 Scenarios in Schools." • Additional guidance for nurses and health staff. <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. See "Planning for COVID-19 Scenarios in Schools" and the COVID-19 Exclusion Summary Guide. <input checked="" type="checkbox"/> Staff or students with a chronic or baseline cough that has worsened or is not well-controlled with medication must 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. See the COVID-19 Exclusion Summary Guide. 	<p style="text-align: center;"><u>ENTRY AND EXIT PROCEDURES</u></p> <p>Eight entrances will be used:</p> <ol style="list-style-type: none"> 1. Kinder/Gardner Outside Door Rm 5 2. Kinder/Harriger Outside Door Rm 6 3. 3rd Grade/Standley Outside Door Rm 7 4. 3rd Grade/Durham Outside Door Rm 8 5. Main Entrance Late Arrivals 6. West End Hall Entrance (1st & 2nd grade) 7. East End Hall Entrance (5th & 6th grade) 8. 4th Grade / Anderson Consult Recess Door West Side Door <p>Screening Students at designated classroom entrance with hand sanitizer dispensers near all entry doors and other high-traffic areas.</p> <p>When screening indicates that a student may be symptomatic, the student will be directed to the Lion's Den isolation room.</p> <p style="text-align: center;"><u>Walkers/Drop Off & Pickup</u></p> <p>Staggered Drop Off & Pick Up:</p> <ul style="list-style-type: none"> • West End Entrance: <ul style="list-style-type: none"> Door 1 - 1st Grade Door 2 - 2nd Grade • East End Entrance: <ul style="list-style-type: none"> Door 1 - 5th Grade Door 2 - 6th Grade • Main Entrance: <ul style="list-style-type: none"> Door 1 – Late Arrival • Kinder & 3rd Grade Outside Entrances: <ul style="list-style-type: none"> Group 1: Kinder/Gardner & 3rd Grade Standley Group 2: Kinder/Harriger & 3rd Grade Durham • 4th Grade / Anderson Consult Recess Door West Side Door

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>☒ 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>Student:</p> <ul style="list-style-type: none"> ● The staff will conduct a visual screen and infrared thermometer for the appearance of symptoms. ● When the screening indicates that a student may be symptomatic, the student is directed to the designated isolation room. Students will be monitored by a designated staff member until they are able to be transported home. ● Hand-sanitizers will be placed by each entrance prior to student entrance to classes, or students will utilize classroom stations to wash hands. ● There are transportation specific screening protocols that must be followed. See section 2i for more information. <p>Screening Staff:</p> <ul style="list-style-type: none"> ● Staff are required to report to their principal or the District Office when they may have been exposed to COVID-19. ● Staff are required to report when they have symptoms related to COVID-19. ● Staff members shall not be responsible for screening other staff members for symptoms. ● Principals are required to report to the Superintendent and reports of exposure or symptoms of COVID-19. <p>We diligently screen all students and staff for symptoms on entry to bus/school/outside learning space every day. We do this visually as well as asking students and staff about any new symptoms or close contact with someone with COVID-19. For students, confirmation from a parent/caregiver or guardian can also be appropriate. Staff members can self-screen and attest to their own health, but regular reminders of the importance of daily screening must be provided to staff.</p> <ul style="list-style-type: none"> ● Anyone displaying or reporting the primary symptoms of concern must be isolated (see section 1i of the <i>Ready Schools, Safe Learners</i> guidance) and sent home as soon as possible. See table "Planning for COVID-19 Scenarios in Schools." <p>Additional guidance for nurses and health staff.</p> <p>Ongoing:</p> <p>Reminders to parents to report actual symptoms when calling school to notify that student is sick as part of communicable disease surveillance. Any student or staff known to have been exposed (e.g., by a household member) to COVID-19 shall not be allowed on campus until the passage of 14 calendar days after exposure and</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
	<p>until symptoms (e.g., fever 100.4, cough, shortness of breath, sore throat, headache) are improving.</p> <p>Staff or students will not be excluded who have a cough that is not a new onset or worsening cough (e.g., asthma, allergies, etc.) from school.</p> <p>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> <p>Screening Students: Building plans will elaborate on these principles</p> <p>Arrival and drop-off times will be staggered by location and cohort.</p> <ul style="list-style-type: none"> ● Students will utilize outside entrances. Each student will be assigned an entrance point ● Staff will be present at each entrance and use the entrance screening algorithm to conduct a visual screen for the appearance of symptoms. ● For students who arrive late, the secretary or health aid will use the entrance screening algorithm to conduct a visual screen for the appearance of symptoms. ● When the screening indicates that a student may be symptomatic, the student will be directed to the health room. *Follow established protocol from CDP (see section 1a). ● Hand sanitizer dispensers will be placed near all entry doors and other high-traffic areas. Students will wash/sanitize their hands prior to student entrance to classes (see 2e). ● There are transportation specific passive screening protocols that must be followed. (See section 2i)

1g. VISITORS/VOLUNTEERS

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Restrict non-essential visitors/volunteers. <ul style="list-style-type: none"> ● Examples of essential visitors include: DHS Child Protective Services, Law Enforcement, etc. ● Examples of non-essential visitors/volunteers include: Parent Teacher Association (PTA), classroom volunteers, etc. <input checked="" type="checkbox"/> Diligently screen all visitors/volunteers for symptoms and ask questions about symptoms and any close contact with someone diagnosed with COVID-19 upon every entry. Restrict from school 	<p>NON essential Visitors/Volunteers will be unable to work in schools, or complete other activities that require in person interaction, at this time. Adults in schools are limited to essential personnel only.</p> <p>Essential volunteers will follow all hygiene and social distancing protocols as outlined for staff. All essential</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>property any visitor known to have been exposed to COVID-19. See the COVID-19 Exclusion Summary Guide.</p> <ul style="list-style-type: none"> ☒ Visitors/volunteers must wash or sanitize their hands upon entry and exit. ☒ Visitors/volunteers must maintain six-foot distancing, wear face coverings, and adhere to all other provisions of the Ready Schools, Safe Learners guidance. 	<p>visitors will be screened for symptoms upon every entry. Those showing symptoms or reporting exposure to COVID-19 will be restricted from school property for 14 days or as outlined by LCPH/OHA.</p>

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Employers are required to provide masks, face coverings, or face shields for all staff, contractors, other service providers, visitors and volunteers. ☒ Face coverings or face shields for all staff, contractors, other service providers, visitors or volunteers following CDC guidelines for Face Coverings. Individuals may remove their face coverings while working alone in private offices or when separated by more than 6 feet in outside learning spaces. Face shields are an acceptable alternative only when a person has a medical condition that prevents them from wearing a mask or face covering, when people need to see mouth and tongue motions in order to communicate, or when an individual is speaking to an audience for a short period of time and clear communication is otherwise not possible. ☒ Face coverings or face shields for all students in grades Kindergarten and up following CDC guidelines for Face Coverings. Face shields are an acceptable alternative when a student has a medical condition that prevents them from wearing a mask or face covering, or when people need to see the student’s mouth and tongue motions in order to communicate. ☒ Face coverings should be worn both indoors and outdoors, including during outdoor recess. ☒ Group mask breaks” or “full classroom mask breaks” are not allowed. If a student removes a face covering, or demonstrates a need to remove the face covering for a short-period of time: <ul style="list-style-type: none"> • Provide space away from peers while the face covering is removed. In the classroom setting, an example could be a designated chair where a student can sit and take a 15 minute “sensory break;” <ul style="list-style-type: none"> ○ Students must not be left alone or unsupervised; ○ Designated area or chair must be appropriately distanced from other students and of a material that is easily wiped down for disinfection after each use; • Provide additional instructional supports to effectively wear a face covering; • Provide students adequate support to re-engage in safely wearing a face covering; • Students cannot be discriminated against or disciplined for an inability to safely wear a face covering during the school day. ☒ Face masks for school RNs or other medical personnel when providing direct contact care and monitoring of staff/students displaying symptoms. School nurses shall also wear appropriate Personal Protective Equipment (PPE) for their role. <ul style="list-style-type: none"> • Additional guidance for nurses and health staff. <p>Accommodations under ADA or IDEA and providing FAPE while attending to Face Covering Guidance</p> <ul style="list-style-type: none"> ☒ If any student requires an accommodation to meet the requirement for face coverings, districts and schools must limit the student’s proximity to students and staff to the extent possible to 	<p>Per guidance current, required PPE will be provided for school staff and students. Staff and students providing their own face coverings will ensure they are within OHA guidelines for safety.</p> <p><i>Facial Coverings are not synonymous with facemasks.</i></p> <p>Face Shields:</p> <p>Face shields are required and will be provided for:</p> <ul style="list-style-type: none"> • Specialists (i.e. OT, SLP, PT, etc). • Bus drivers • Front office staff <p>Facial mask are required and will be provided for</p> <ul style="list-style-type: none"> • Child Nutrition Program staff • Facial coverings are required and will be provided for: All staff • Facial coverings are required and will be provided for all children age 5 or over. • Facial coverings should never prohibit or prevent access to instruction or activities. <p>Facial coverings are NOT recommended for:</p> <ul style="list-style-type: none"> • Children under the age of 5; • Children of any age should not wear a face covering: <ul style="list-style-type: none"> ○ If they have a documented medical condition that makes it difficult for them to breathe with a face covering. This would be a process the principal and SPED Director would facilitate. ○ If they experience a documented disability that prevents them from wearing a face covering; ○ They are unable to remove the face covering independently; or ○ While sleeping. <p>We provide masks, face coverings, or face shields for all staff, contractors, other service providers, visitors and volunteers.</p>

OHA/ODE Requirements

minimize the possibility of exposure. Appropriate accommodations could include:

- Offering different types of face coverings and face shields that may meet the needs of the student.
- Spaces away from peers while the face covering is removed; students must not be left alone or unsupervised.
- Short periods of the educational day that do not include wearing the face covering, while following the other health strategies to reduce the spread of disease.
- Additional instructional supports to effectively wear a face covering.

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

☒ Schools and districts must comply with the established IEP/504 plan prior to the closure of in-person instruction in March of 2020, or the current plan in effect for the student if appropriately developed after March of 2020.

- If a student eligible for, or receiving services under a 504/IEP, **cannot** wear a face covering due to the nature of the disability, the school or district must:
 1. Review the 504/IEP to ensure access to instruction in a manner comparable to what was originally established in the student's plan including on-site instruction with accommodations or adjustments.
 2. Not make placement determinations solely on the inability to wear a face covering.
 3. Include updates to accommodations and modifications to support students in plans.
- For 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:
 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.
 - 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 in-person instruction, on-site instruction with accommodations, or Comprehensive Distance Learning.

☒ For students not currently served under an IEP or 504, districts must consider whether or not student inability to consistently wear a face covering or face shield as required is due to a disability. Ongoing inability to meet this requirement may be

Hybrid/Onsite Plan

Group mask breaks" or "full classroom mask breaks" are not allowed. If a student removes a face covering, or demonstrates a need to remove the face covering for a short-period of time:

- Provide space away from peers while the face covering is removed. In the classroom setting, an example could be a designated chair where a student can sit and take a 15 minute "sensory break;"
 - Students must not be left alone or unsupervised;
 - Designated area or chair must be appropriately distanced from other students and of a material that is easily wiped down for disinfection after each use;
- Provide additional instructional supports to effectively wear a face covering;
- Provide students adequate support to re-engage in safely wearing a face covering;

Students cannot be discriminated against or disciplined for an inability to safely wear a face covering during the school day.

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>evidence of the need for an evaluation to determine eligibility for support under IDEA or Section 504.</p> <p><input checked="" type="checkbox"/> If a staff member requires an accommodation for the face covering or face shield requirements, districts and schools shall work to limit the staff member's proximity to students and staff to the extent possible to minimize the possibility of exposure.</p>	

1i. ISOLATION AND QUARANTINE

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> 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.</p> <p><input checked="" type="checkbox"/> 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. See the COVID-19 Exclusion Summary Guide.</p> <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. If two students present COVID-19 symptoms at the same time, they must be isolated at once. If separate rooms are not available, ensure that six feet distance is maintained. Do not assume they have the same illness. Consider if and where students and staff will be isolated during learning outside. Create a comfortable outdoor area for isolation or follow plan for in building isolation. • Consider required physical arrangements to reduce risk of disease transmission. • Plan for the needs of generally well students who need medication or routine treatment, as well as students who may show signs of illness. • Additional guidance for nurses and health staff for providing care to students with complex needs. <p><input checked="" type="checkbox"/> Students and staff who report or develop symptoms must be isolated in a designated isolation area in the school or outside learning space, 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.</p> <ul style="list-style-type: none"> • School nurses and health staff in close contact with symptomatic individuals (less than 6 feet) must 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 must be properly removed and disposed of prior to exiting the care space. • After removing PPE, hands shall 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 shall 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. <p><input checked="" type="checkbox"/> Establish procedures for safely transporting anyone who is sick to their home or to a health care facility.</p>	<p>Refer to the District's Communicable Disease Management Plan for appropriate isolation determination and processes.</p> <ul style="list-style-type: none"> • Each school principal will connect weekly with the Superintendent/designee on updates for plan and isolation measures taken to that point. • The designated isolation room will be the Lion's Den. If additional individuals need to be isolated at the same time the Occupational Therapy Room and Library are additional areas, which may be utilized to keep individuals isolated. • All students who become ill at school with excludable symptoms will remain at school in the designated isolation area supervised by staff until parents can pick them up. Students will be provided a disposable facial covering (if they can safely wear one). Staff will wear an N95 facial covering, gloves, disposable gown and maintain physical distancing, but never leave a child unattended. • While exercising caution to maintain (ensure) safety when working with children exhibiting symptoms, it is also critical that staff maintain sufficient composure and disposition so as not to unduly worry a student or family. • Staff will maintain student confidentiality as appropriate. • Daily logs must be maintained containing the following: <ul style="list-style-type: none"> ○ Name of students sent home for illness, cause of illness, time of onset, as per designated communicable disease surveillance logs; and ○ Name of students visiting the office for illness symptoms, even if not sent home, as per routine health logs • Staff and students with known or suspected COVID-19 cannot remain at school and should return only after their symptoms resolve and they are physically ready to return to school. In no case can they return before:

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Staff and students who are ill must stay home from school and must be sent home if they become ill at school, particularly if they have COVID-19 symptoms. Refer to table in “Planning for COVID-19 Scenarios in Schools.” ☒ Involve school nurses, School Based Health Centers, or staff with related experience (Occupational or Physical Therapists) in development of protocols and assessment of symptoms (where staffing exists). ☒ Record and monitor the students and staff being isolated or sent home for the LPHA review. ☒ The school must provide a remote learning option for students who are required to be temporarily off-site for isolation and quarantine. 	<ul style="list-style-type: none"> ○ the passage of 14 calendar days after exposure; and <p>symptoms have been resolved for 72 hours without the use of anti-fever medications.</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 instructional and extra-curricular activities requiring additional considerations (see section 5f of the *Ready Schools, Safe Learners* guidance).

2a. ENROLLMENT

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Enroll all students (including foreign exchange students) following the standard Oregon Department of Education guidelines. ☒ The temporary suspension of the 10-day drop rule does not change the rules for the initial enrollment date for students: <ul style="list-style-type: none"> • The ADM enrollment date for a student is the first day of the student’s actual attendance. • A student with fewer than 10 days of absence at the beginning of the school year may be counted in membership prior to the first day of attendance, but not prior to the first calendar day of the school year. • If a student does not attend during the first 10 session days of school, the student’s ADM enrollment date must reflect the student’s actual first day of attendance. • Students who were anticipated to be enrolled, but who do not attend at any time must not be enrolled and submitted in ADM. ☒ If a student has stopped attending for 10 or more days, districts must continue to try to engage the student. At a minimum, districts must attempt to contact these students and their families weekly to either encourage attendance or receive confirmation that the student has transferred or has withdrawn from school. This includes students who were scheduled to start the school year, but who have not yet attended. ☒ When enrolling a student from another school, schools must request documentation from the prior school within 10 days of enrollment per OAR 581-021-0255 to make all parties aware of the transfer. Documentation obtained directly from the family does not relieve the school of this responsibility. After receiving documentation from another school that a student has enrolled, drop that student from your roll. 	<p>All students will be enrolled following the Oregon Department of Education/Governor’s guidelines.</p> <p>No student will be dropped for non-attendance if they meet the following conditions:</p> <ul style="list-style-type: none"> • Are identified as vulnerable, or otherwise considered to be part of a population vulnerable to infection with COVID-19 <p>Have COVID-19 symptoms for the past 14 days</p> <p>The temporary suspension of the 10-day drop rule does not change the rules for the initial enrollment date for students:</p> <ul style="list-style-type: none"> • The ADM enrollment date for a student is the first day of the student’s actual attendance. • A student with fewer than 10 days of absence at the beginning of the school year may be counted in membership prior to the first day of attendance, but not prior to the first calendar day of the school year. • If a student does not attend during the first 10 session days of school, the student’s ADM enrollment date must reflect the student’s actual first day of attendance.

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Design attendance policies to account for students who do not attend in-person due to student or family health and safety concerns. ☒ When a student has a pre-excused absence or COVID-19 absence, the school district must reach out to offer support at least weekly until the student has resumed their education. ☒ When a student is absent beyond 10 days and meets the criteria for continued enrollment due to the temporary suspension of the 10 day drop rule, continue to count them as absent for those days and include those days in your Cumulative ADM reporting. 	<ul style="list-style-type: none"> • Students who were anticipated to be enrolled, but who do not attend at any time must not be enrolled and submitted in ADM.

2b. ATTENDANCE

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Grades K-5 (self-contained): Attendance must be taken at least once per day for all students enrolled in school, regardless of the instructional model (On-Site, Hybrid, Comprehensive Distance Learning, online schools). ☒ Grades 6-12 (individual subject): Attendance must be taken at least once for each scheduled class that day for all students enrolled in school, regardless of the instructional model (On-Site, Hybrid, Comprehensive Distance Learning, online schools). ☒ Alternative Programs: Some students are reported in ADM as enrolled in a non-standard program (such as tutorial time), with hours of instruction rather than days present and days absent. Attendance must be taken at least once for each scheduled interaction with each student, so that local systems can track the student's attendance and engagement. Reported hours of instruction continue to be those hours in which the student was present. ☒ Online schools that previously followed a two check-in per week attendance process must follow the Comprehensive Distance Learning requirements for checking and reporting attendance. ☒ Provide families with clear and concise descriptions of student attendance and participation expectations as well as family involvement expectations that take into consideration the home environment, caregiver's work schedule, and mental/physical health. 	<p>Attendance must be taken at least once per day for all students enrolled in school, regardless of the instructional model (On-Site, Hybrid, Comprehensive Distance Learning, online schools) following ODE guidance.</p> <ul style="list-style-type: none"> • Attendance at minimum will be taken once per day following ODE guidance. Attendance policies and plans will encourage staff and students to stay home if someone in their house is sick. • Secretaries will notify the principal when the absence rate has increased by 20% or more. • The principal will report this increase to the Superintendent. • The School Secretary will use the <i>COVID Symptom Monitoring</i> spreadsheet to document students with respiratory illness.

2c. TECHNOLOGY

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Update procedures for district-owned or school-owned devices to match cleaning requirements (see section 2d of the Ready Schools, Safe Learners guidance). ☒ Procedures for return, inventory, updating, and redistributing district-owned devices must meet physical distancing requirements. ☒ If providing learning outside and allowing students to engage with devices during the learning experiences, provide safe charging stations. 	<ul style="list-style-type: none"> • Devices will be cleaned and sanitized when brought in for updates, repair, return, inventory, or redistribution. • The learning management system will facilitate continuous learning experiences that occur on-site and in a distance learning setting (off-site); include options for digital learning and provision for non-digital distance learning where internet and computers will not be available. • Collect information about the numbers, types, and condition of devices used in their homes to support remote learning. • Provided students and families facing technology challenges with solutions through various platforms and methods.

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> ● Plan for adequate technology at home for off-site working, teaching, and learning. ● Review technology policies and data privacy and security policies; update if needed. <p>Establish technical support to support the use of technology (could be supported by designated staff, student leaders, and volunteers).</p> <p>If providing learning outside and allowing students to engage with devices during the learning experiences, provide safe charging stations.</p>

2d. SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Handwashing: All people on campus shall be advised and encouraged to frequently wash their hands or use hand sanitizer. ☒ 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 identifying personal property being brought to school (e.g., refillable water bottles, school supplies, headphones/earbuds, cell phones, books, instruments, etc.). 	<p align="center"><u>SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES</u></p> <ul style="list-style-type: none"> ● Sanitizing Stations: Main, East, West, Recess Gym Doors, Kindergarten & Third Grade Classroom Back Door ● Safety Drills: Fire - West End (Cohorts physically distance Methodist Church parking area) East End (Cohorts use field to physically distance) ● All other drills practice physical distancing as best as possible. ● Events: all will be virtual format ● Restroom Breaks will be by grade level cohorts and physically distanced. ● All Transitions will be staggered by grade level cohorts. ● Personal Property: Refillable water bottles and home lunch, all other supplies will be provided by school. ● Restroom: Kindergarten in classroom, First, Second, and Third Grade classroom and designated time; Fourth, Fifth, and Sixth grade designated times. ● Handwashing: Provide age appropriate hand washing education, define appropriate times to wash hands, and provide hand sanitizer when hand washing is not

OHA/ODE Requirements	Hybrid/Onsite Plan
	<p>available.</p> <ul style="list-style-type: none"> ● Equipment: All classroom supplies and PE equipment will be cleaned and sanitized before use by another student or cohort group. ● Events: Field trips will be designed virtually for the school year. All assemblies, athletic events, practices, special performances, school wide parent meetings and other large gatherings will be cancelled or held in a virtual format. ● Transitions/Hallways: Hallway traffic direction marked to show travel flow Classroom line up: <ul style="list-style-type: none"> ○ Students line up in cohort classes outside and in the gym in designated areas, keeping more than 6 feet between cohort groups. ○ Line up areas are to be marked with visual cues to indicate adequate physical distance. ● Personal Property: Each classroom 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 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 not shared with other students. ● Restrooms: Each cohort will have designated restroom schedules alleviating waiting and large groups. Restrooms will be cleaned multiple times throughout the day

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 alcohol-based hand sanitizer (with 60-95% alcohol) dispensers are easily accessible near all entry doors and other 	<p style="text-align: center;"><u>ENTRY AND EXIT PROCEDURES</u></p> <p>Eight entrances will be used:</p> <ol style="list-style-type: none"> 9. Kinder/Gardner Outside Door Rm 5 10. Kinder/Harriger Outside Door Rm 6 11. 3rd Grade/Standley Outside Door Rm 7 12. 3rd Grade/Durham Outside Door Rm 8 13. Main Entrance Late Arrivals 14. West End Hall Entrance (1st & 2nd grade) 15. East End Hall Entrance (5th & 6th grade) 16. 4th Grade / Anderson Consult Recess Door West Side Door <p>Screening Students at designated classroom entrance with hand sanitizer dispensers near all entry doors and other high-traffic areas.</p> <p>When screening indicates that a student may be</p>

OHA/ODE Requirements

high-traffic areas. Establish and clearly communicate procedures for keeping caregiver drop-off/pick-up as brief as possible.

Hybrid/Onsite Plan

symptomatic, the student will be directed to the Lion's Den isolation room.

Bus/Walkers/Drop Off & Pickup

Staggered Drop Off & Pick Up:

- **West End Entrance:**
 Door 1 - 1st Grade
 Door 2 - 2nd Grade
- **East End Entrance:**
 Door 1 - 5th Grade
 Door 2 - 6th Grade
- **Main Entrance:**
 Door 1 – Late Arrival
- **Kinder & 3rd Grade Outside Entrances:**
 Group 1: Kinder/Gardner & 3rd Grade Standley
 Group 2: Kinder/Harriger & 3rd Grade Durham
- **4th Grade / Anderson Consult Recess Door West Side Door**

Student:

- The staff will conduct a visual screen for the appearance of symptoms.
- When the screening indicates that a student may be symptomatic, the student is directed to the designated isolation room. Students will be monitored by a designated staff member until they are able to be transported home.
- Hand-sanitizers will be placed by each entrance prior to student entrance to classes, or students will utilize classroom stations to wash hands.
- There are transportation specific screening protocols that must be followed. See section 2i for more information.

Screening Staff:

- Staff are required to report to their principal or the District Office when they may have been exposed to COVID-19.
- Staff are required to report when they have symptoms related to COVID-19.
- Staff members shall not be responsible for screening other staff members for symptoms.
- Principals are required to report to the Superintendent and reports of exposure or symptoms of COVID-19.

Ongoing:

OHA/ODE Requirements	Hybrid/Onsite Plan
	<p>Reminders to parents to report actual symptoms when calling school to notify that student is sick as part of communicable disease surveillance. Any student or staff known to have been exposed (e.g., by a household member) to COVID-19 shall not be allowed on campus until the passage of 14 calendar days after exposure and until symptoms (e.g., fever 100.4, cough, shortness of breath, sore throat, headache) are improving.</p> <p>Staff or students will not be excluded who have a cough that is not a new onset or worsening cough (e.g., asthma, allergies, etc.) from school.</p> <p>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> <p>Screening Students: Stations at all designated building entrances</p> <p>Arrival and drop-off times will be staggered by location and cohort.</p> <ul style="list-style-type: none"> ● Students will utilize outside entrances. Each student will be assigned an entrance point ● Staff will be present at each entrance and use the entrance screening algorithm to conduct a visual screen for the appearance of symptoms. ● For students who arrive late, the secretary or health aid will use the entrance screening algorithm to conduct a visual screen for the appearance of symptoms. ● When the screening indicates that a student may be symptomatic, the student will be directed to the health room. *Follow established protocol from CDP (see section 1a). ● Hand sanitizer dispensers will be placed near all entry doors and other high-traffic areas. Students will wash/sanitize their hands prior to student entrance to classes (see 2e). ● There are transportation specific passive screening protocols that must be followed. (See section 2i)

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 shall 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. 	<p style="text-align: center;"><u>CLASSROOMS/REPURPOSED LEARNING SPACES</u></p> <ul style="list-style-type: none"> • Classroom seating/student setup for social distancing. • Students will be provided school supplies in individual containers. • Any item will be cleaned before sharing. • Hand sanitizer/tissue available for student and staff use. <p>Handwashing will be encouraged and practiced (20 seconds hand washing or hand sanitizer) on a regular basis.</p> <ul style="list-style-type: none"> • Seating: Seating: Student desks and tables will be rearranged to at least six feet apart; assign seating so students are in the same seat at all times. • Materials: Materials: Each classroom will limit sharing of community supplies when possible (e.g., scissors, pencils, etc.). <ul style="list-style-type: none"> ○ Each student will have individual baggies with school supplies for their use, whenever possible. ○ If needed to share, these items will be cleaned frequently. ○ Hand sanitizer and tissues will be available for use by students and staff. • Handwashing: Hand Washing: Appropriate signage will be posted and staff will provide regular reminders for hand washing/sanitizing.

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. For learning outside if portable bathrooms are used, set up portable hand washing stations and create a regular cleaning schedule. ☒ 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. Outdoor playground structures require normal routine cleaning and do not require disinfection. Shared equipment (balls, jump ropes, etc.) should be cleaned and disinfected at least daily 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. 	<p style="text-align: center;"><u>PLAYGROUNDS, FIELDS, RECESS, BREAKS, AND RESTROOMS</u></p> <ul style="list-style-type: none"> • Playground, fields, recess, breaks, and restroom by grade level cohorts maintaining physical distancing. • Playground use only be school student population during scheduled <u>cohort</u> recess times. • Recess: before and after recess students must wash hands with soap and water for 20 seconds or use district supplied hand sanitizer, and maintain physical distancing. • Disinfect shared equipment between use by different cohorts or at least once a day in accordance with CDC guidelines. • Playgrounds will remain closed to the public. • Schools will post adequate signs sharing this information with the public. Classes may be assigned on a rotation to: <ul style="list-style-type: none"> ○ the playground for recess on a staggered schedule throughout the school day

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ 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 the number of employees gathering in shared spaces. Restrict use of shared spaces such as conference rooms, break rooms, and elevators by limiting occupancy or staggering use, maintaining six feet of distance between adults. Establish a minimum of 35 square feet per person when determining room capacity. Calculate only with usable space, understanding that tables and room set-up will require use of all space in the calculation. Note: The largest area of risk is adults eating together in break rooms without face coverings. 	<ul style="list-style-type: none"> ○ the gym for recess when available on a staggered schedule throughout the school day ○ the grass field when available on a staggered scheduled throughout the school day <ul style="list-style-type: none"> ● All playground equipment will be disinfected daily and in between each cohort group. ● Students must wash hands before and after using playground equipment. ● Cleaning requirements must be maintained; refer to section 3j. ● 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. <p>Given the lessened capacity for equipment use due to cohorting and physical distancing requirements, teachers will need to set expectations for shared use of equipment by students and may need to support students with schedules for when specific equipment can be used.</p>

2h. MEAL SERVICE/NUTRITION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Include meal services/nutrition staff in planning for school reentry. ☒ Prohibit self-service buffet-style meals. ☒ Prohibit sharing of food and drinks among students and/or staff. ☒ At designated meal or snack times, students may remove their face coverings to eat or drink but must maintain six feet of physical distance from others, and must put face coverings back on after finishing the meal or snack. ☒ Staff serving meals and students interacting with staff at mealtimes must wear face coverings (see section 1h of the Ready Schools, Safe Learners guidance). Staff must maintain 6 feet of physical distance to the greatest extent possible. If students are eating in a classroom, staff may supervise from the doorway of the classroom if feasible. ☒ Students and staff 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 shall be encouraged to do so after. ☒ Appropriate daily cleaning of meal items (e.g., plates, utensils, transport items). ☒ Cleaning and sanitizing of meal touch-points and meal counting system between stable cohorts. ☒ Adequate cleaning and disinfection of tables between meal periods. ☒ Since staff must remove their face coverings during eating and drinking, limit the number of employees gathering in shared spaces. Restrict use of shared spaces such as conference rooms and break rooms by limiting occupancy or staggering use. Consider staggering times for staff breaks, to prevent congregation in shared spaces. Always maintain at least six feet of physical distancing and 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. Wear face coverings except when eating or drinking and minimize time in spaces where face coverings are not consistently worn. 	<ul style="list-style-type: none"> ● Staff serving meals will wear face coverings. ● Cafeteria staff will deliver meals to that classroom. ● Breakfast will be consumed in the classroom; lunch will be consumed in the classroom or cafeteria. ● All students must wash hands prior to meals. If possible, students will wash hands in the classroom. If not, follow hallway and restroom procedures above. ● Students will not share utensils or other items during meals. <p>Each table/desk will be cleaned prior and after meals being consumed.</p> <p>Staff serving meals and students interacting with staff at mealtimes must wear face coverings (see section 1h of the Ready Schools, Safe Learners guidance). Staff must maintain 6 feet of physical distance to the greatest extent possible. If students are eating in a classroom, staff may supervise from the doorway of the classroom if feasible.</p> <p>Students and staff 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 shall be encouraged to do so after.</p>

2i. TRANSPORTATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Include transportation departments (and associated contracted providers, if used) in planning for return to service. ☒ Buses are cleaned frequently. Conduct targeted cleanings between routes, with a focus on disinfecting frequently touched surfaces of the bus (see section 2j of the <i>Ready Schools, Safe Learners</i> guidance). ☒ Staff must use hand sanitizer (containing between 60-95% alcohol) in between helping each child and when getting on and off the vehicle. Gloves are not recommended; hand sanitizer is strongly preferred. If hand sanitizer is not available, disposable gloves can be used and must be changed to a new pair before helping each child. ☒ Develop protocol for loading/unloading that includes visual screening for students exhibiting symptoms and logs for contact-tracing. This must 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 covering (unless they are already wearing one) and keep six feet away from others. Continue transporting the student. <ul style="list-style-type: none"> ○ The symptomatic student shall be seated in the first row of the bus during transportation, and multiple windows must be opened to allow for fresh air circulation, if feasible. ○ The symptomatic student shall leave the bus first. After all students exit the bus, the seat and surrounding surfaces must be cleaned and disinfected. • 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. ☒ Consult with parents/guardians of students who may require additional support (e.g., students who experience a disability and require specialized transportation as a related service) to appropriately provide service. ☒ Drivers must wear masks or face coverings while driving, unless the mask or face covering interferes with the driver's vision (e.g., fogging of eyeglasses). Drivers must wear face coverings when not actively driving and operating the bus, including while students are entering or exiting the vehicle. A face shield may be an acceptable alternative, only as stated in Section 1h of the <i>Ready Schools, Safe Learners</i> guidance. ☒ Inform parents/guardians of practical changes to transportation service (i.e., physical distancing at bus stops and while loading/unloading, potential for increased route time due to additional precautions, sanitizing practices, and face coverings). ☒ Face coverings for all students, applying the guidance in section 1h of the <i>Ready Schools, Safe Learners</i> guidance to transportation settings. This prevents eating while on the bus. ☒ Take all possible actions to maximize ventilation: Dress warmly, keep vents and windows open to the greatest extent possible. 	<ul style="list-style-type: none"> • Each bus driver will be required to wear a face shield or approved facial mask. • Each bus driver will be required to: <ul style="list-style-type: none"> ○ Visually screen students for illness ○ Maintain logs for contact-tracing • Each bus will have: <ul style="list-style-type: none"> ○ Three (3) feet of physical distance between passengers (unless students share the same address). ○ Six (6) feet of physical distance between the driver and passengers (except during boarding and in assisting those with mobility devices); reinforce this requirement through education on expectations. • Use visual cues (e.g., floor decals, colored tape or signs) to discourage students from standing and sitting within three (3) feet of other passengers, drivers and other transit employees on the bus. • Clean and sanitize buses between cohort routes. • Meet 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. <p>Students will scan in/out while boarding and departing the bus, as a means for contract tracing and monitoring of attendance.</p> <p>We take all possible actions to maximize ventilation: Dress warmly, keep vents and windows open to the greatest extent possible.</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. 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. Provide time and supplies for the cleaning and 	<p style="text-align: center;"><u>Cleaning/Disinfection</u></p> <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

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>disinfecting of high-touch surfaces between multiple student uses, even in the same cohort.</p> <ul style="list-style-type: none"> ☒ Outdoor learning spaces must have at least 75% of the square footage of its sides open for airflow. ☒ Outdoor playground structures require normal routine cleaning and do not require disinfection. Shared equipment should be cleaned and disinfected at least daily in accordance with CDC guidance. ☒ Apply disinfectants safely and correctly following labeling direction as specified by the manufacturer. Keep these products away from students. ☒ To reduce the risk of asthma, choose disinfectant products on the EPA List N with asthma-safer ingredients (e.g. hydrogen peroxide, citric acid, or lactic acid) and avoid products that mix these with asthma-causing ingredients like peroxyacetic acid, sodium hypochlorite (bleach), or quaternary ammonium compounds. ☒ Schools with HVAC systems must evaluate the system to minimize indoor air recirculation (thus maximizing fresh outdoor air) to the extent possible. Schools that do not have mechanical ventilation systems shall, to the extent possible, increase natural ventilation by opening windows and interior doors before students arrive and after students leave, and while students are present. Do not prop open doors that can pose a safety or security risk to students and staff (e.g., exterior doors and fire doors that must remain closed.) ☒ Schools with HVAC systems should ensure all filters are maintained and replaced as necessary to ensure proper functioning of the system. ☒ All intake ports that provide outside air to the HVAC system should be cleaned, maintained, and cleared of any debris that may affect the function and performance of the ventilation system. ☒ 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. Consider using window fans or box fans positioned in open windows to blow fresh outdoor air into the classroom via one window, and indoor air out of the classroom via another window. Fans must not be used in rooms with closed windows and doors, as this does not allow for fresh air to circulate. ☒ Consider the need for increased ventilation in areas where students with special health care needs receive medication or treatments. ☒ Facilities must be cleaned and disinfected at least daily to prevent transmission of the virus from surfaces (see CDC's guidance on disinfecting public spaces). ☒ Consider modification or enhancement of building ventilation where feasible (see CDC's guidance on ventilation and filtration and American Society of Heating, Refrigerating, and Air-Conditioning Engineers' guidance). 	<p>(e.g., toys, games, art supplies) between uses multiple times per day.</p> <ul style="list-style-type: none"> • 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 directions as specified by the manufacturer. Keep these products away from students. • All frequently touched places (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and shared objects (e.g., toys, games, art supplies) will be cleaned frequently throughout the day. • Ventilation systems will be checked and maintained monthly by maintenance staff. MERV 13 filters are installed in all heating/ventilation systems and will be changed 3 times per year by FM Sheet Metal. • Ongoing communication will be provided by custodial cleaning activities each day/night. <p>For record keeping, monitoring, and collaboration, multiple stakeholders will be included in communication</p> <p>Outdoor learning spaces must have at least 75% of the square footage of its sides open for airflow.</p> <p>Outdoor playground structures require normal routine cleaning and do not require disinfection. Shared equipment should be cleaned and disinfected at least daily in accordance with CDC guidance.</p>

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 	<p style="text-align: center;"><u>HEALTH SERVICES</u></p> <ul style="list-style-type: none"> • Each grade level cohort will provide appropriate hand hygiene and respiratory etiquette education to promote prevention. This includes website, newsletter, and signage in the school setting for health promotion. • Each school will provide age appropriate hand hygiene and respiratory etiquette education to endorse

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>professionals such as school nurses; SBHC staff; mental and behavioral health providers; dental providers; physical, occupational, speech, and respiratory therapists; and School Based Health Centers (SBHC).</p>	<p>prevention. This includes website, newsletter and signage in the school setting for health promotion.</p> <ul style="list-style-type: none"> ● 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. ● Review of 504 and IEP accommodations and IHP's will be advised to address vulnerable populations. ● 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. <p>Continuity of existing health management issues will have a plan for sustaining operations alongside COVID-19 specific planning (i.e. medication administration, diabetic care).</p>

2I. BOARDING SCHOOLS AND RESIDENTIAL PROGRAMS ONLY

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input type="checkbox"/> Provide specific plan details and adjustments in Operational Blueprints that address staff and student safety, which includes how you will approach:</p> <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 <p><input type="checkbox"/> Review and take into consideration CDC guidance for shared or congregate housing:</p> <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>Exception K-12 boarding schools that do not meet the Advisory Metrics (Section 0 of the Ready Schools, Safe Learners guidance) may operate, in consultation with their Local Public Health Authority, provided that:</p> <p><input type="checkbox"/> They have a current and complete RSSL Blueprint and are complying with Sections 1-3 of the Ready Schools, Safe Learners guidance and any other applicable sections, including Section 2L of the Ready Schools, Safe Learners guidance.</p> <p><input type="checkbox"/> The school maintains a fully-closed residential campus (no non-essential visitors allowed), and normal day school operations are only offered remotely through distance learning.</p>	<p>Does Not APPLY</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<input type="checkbox"/> There have been no confirmed cases of COVID-19 among school staff or students in the past 14 days. <input type="checkbox"/> Less than 10% of staff, employees, or contracts (in total) are traveling to or from campus. Staff in this designation will: <ul style="list-style-type: none"> • Limit travel to essential functions. • Carefully monitor their own health daily and avoid coming to campus at any potential symptom of COVID-19. <input type="checkbox"/> Any boarding students newly arriving to campus will either: <ul style="list-style-type: none"> • Complete a quarantine at home for 14 days* prior to traveling to the school, OR • Quarantine on campus for 14 days.* <p>* A 14-day quarantine is the safest option to prevent the spread of COVID-19 to others. However, in either option above, for boarding students who have not developed any symptoms, schools may consider ending quarantine after 10 days without any testing, or after 7 days with a negative result on a COVID-19 viral test collected within 48 hours before ending quarantine, unless otherwise directed by the local public health authority (LPHA).</p> <input type="checkbox"/> Student transportation off-campus is limited to medical care.	

2m. SCHOOL EMERGENCY PROCEDURES AND DRILLS

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> In accordance with ORS 336.071 and OAR 581-022-2225 all schools (including those operating a Comprehensive Distance Learning model) are required to instruct students on emergency procedures. Schools that operate an On-Site or Hybrid model need to instruct and practice drills on emergency procedures so that students and staff can respond to emergencies. <ul style="list-style-type: none"> • At least 30 minutes in each school month must be used to instruct students on the emergency procedures for fires, earthquakes (including tsunami drills in appropriate zones), and safety threats. • Fire drills must be conducted monthly. • Earthquake drills (including tsunami drills and instruction for schools in a tsunami hazard zone) must be conducted two times a year. • Safety threats including procedures related to lockdown, lockout, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety must be conducted two times a year. <input checked="" type="checkbox"/> Drills can and should be carried out <u>as close as possible</u> to the procedures that would be used in an actual emergency. For example, a fire drill must be carried out with the same alerts and same routes as normal. If appropriate and practicable, COVID-19 physical distancing measures can be implemented, but only if they do not compromise the drill. <input checked="" type="checkbox"/> When or if physical distancing must be compromised, drills must be completed in less than 15 minutes. <input checked="" type="checkbox"/> Drills shall not be practiced unless they can be practiced correctly. <input checked="" type="checkbox"/> Train staff on safety drills prior to students arriving on the first day on campus in hybrid or face-to-face engagement. <input checked="" type="checkbox"/> If on a hybrid schedule, conduct multiple drills each month to ensure that all cohorts of students have opportunities to participate in drills (i.e., schedule on different cohort days throughout the year). <input checked="" type="checkbox"/> Students must wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol after a drill is complete.	In accordance with ORS 336.071 and OAR 581-022-2225 all schools (including those operating a Comprehensive Distance Learning model) are required to instruct students on emergency procedures. Schools that operate an On-Site or Hybrid model need to instruct and practice drills on emergency procedures so that students and staff can respond to emergencies. <ul style="list-style-type: none"> • At least 30 minutes in each school month must be used to instruct students on the emergency procedures for fires, earthquakes (including tsunami drills in appropriate zones), and safety threats. • Fire drills must be conducted monthly. • Earthquake drills (including tsunami drills and instruction for schools in a tsunami hazard zone) must be conducted two times a year. Safety threats including procedures related to lockdown, lockout, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety must be conducted two times a year. <p>Emergency drills will continue throughout the COVID-19 Pandemic as per existing rules, statutes and board policy. Emergency procedures for staff & students are outlined in our Staff Handbook in the section titled Emergency Procedures - Standard Response Protocol (SRP). Our teachers review, teach and model appropriate response to school and classroom emergencies with students. Evacuation routes and emergency procedures are posted in each classroom for use during instruction. Each "Team" will review emergency procedures for at least 30 minutes each month during their daily team meetings for the duration of CDL so that students will be familiar with the procedures and be prepared for in-person practice upon return to campus. Additionally any student who attends limited in-person instruction on campus will review applicable emergency procedures with their teacher. Fire drills will be conducted as scheduled with whoever is in the building on the designated days. Days are selected at the beginning of the school year to allow for planning and still provide the ability to respond to school needs. Drills are typically completed in less than 10 minutes, but any drill that</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
	requires students to shelter in place in a way that compromises physical distancing will be completed in less than 15 minutes.

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

OHA/ODE Requirements	Hybrid/Onsite Plan								
<ul style="list-style-type: none"> ☒ Utilize the components of Collaborative Problem Solving or a similar framework to continually provide instruction and skill-building/training related to the student’s demonstrated lagging skills. ☒ Take proactive/preventative steps to reduce antecedent events and triggers within the school environment. ☒ Be proactive in planning for known behavioral escalations (e.g., self-harm, spitting, scratching, biting, eloping, failure to maintain physical distance). Adjust antecedents where possible to minimize student and staff dysregulation. Recognize that there could be new and different antecedents and setting events with the additional requirements and expectations for the 2020-21 school year. ☒ Establish a proactive plan for daily routines designed to build self-regulation skills; self-regulation skill-building sessions can be short (5-10 minutes), and should take place at times when the student is regulated and/or is not demonstrating challenging behaviors. ☒ Ensure all staff are trained to support de-escalation, provide lagging skill instruction, and implement alternatives to restraint and seclusion. ☒ Ensure that staff are trained in effective, evidence-based methods for developing and maintaining their own level of self-regulation and resilience to enable them to remain calm and able to support struggling students as well as colleagues. ☒ Plan for the impact of behavior mitigation strategies on public health and safety requirements: <ul style="list-style-type: none"> • Student elopes from area <ul style="list-style-type: none"> ○ If staff need to intervene for student safety, staff should: <ul style="list-style-type: none"> ● Use empathetic and calming verbal interactions (i.e. “This seems hard right now. 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Proactive procedures such as daily routines and self-regulation skills are taught and reinforced with consistent expectations taught across the building.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Scenario</th> <th>Public Health and Safety Response due to COVID-19</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;">Student elopes from area</td> <td style="vertical-align: top;"> <p>If staff need to intervene for student safety, staff should:</p> <ul style="list-style-type: none"> ● Use empathetic and calming verbal interactions (i.e. “This seems hard right now. Help me understand... 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OHA/ODE Requirements	Hybrid/Onsite Plan
<p>techniques other than restraint or seclusion (e.g., hitting, biting, spitting, kicking, self-injurious behavior).</p> <ul style="list-style-type: none"> ○ If staff need to intervene for student safety, staff should: <ul style="list-style-type: none"> ● Maintain student dignity throughout and following the incident. ● Use empathetic and calming verbal interactions (i.e. “This seems hard right now. Help me understand... How can I help?”) to attempt to re-regulate the student without physical intervention. ● Use the least restrictive interventions possible to maintain physical safety for the student and staff ● Wash hands after a close interaction. ● Note the interaction on the appropriate contact log. <p>*If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs.</p> <p><input checked="" type="checkbox"/> Ensure that spaces that are unexpectedly used to deescalate behaviors are appropriately cleaned and sanitized after use before the introduction of other stable cohorts to that space.</p>	<p>than restraint or seclusion (e.g., hitting, biting, spitting, kicking, self-injurious behavior).</p> <ul style="list-style-type: none"> ● Note the interaction on the appropriate contact log. *If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs.

2o. PROTECTIVE PHYSICAL INTERVENTION

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Reusable Personal Protective Equipment (PPE) must be cleaned and disinfected following the manufacturer’s recommendation, after every episode of physical intervention (see section 2j. Cleaning, Disinfection, and Ventilation in the Ready Schools, Safe Learners guidance). Single-use disposable PPE must not be re-used.</p>	<p>Reusable Personal Protective Equipment (PPE) must be cleaned and disinfected following the manufacturer’s recommendation, after every episode of physical intervention (see section 2j. Cleaning, Disinfection, and Ventilation in the Ready Schools, Safe Learners guidance). Single-use disposable PPE must not be re-used.</p>



3. Response to Outbreak

3a. PREVENTION AND PLANNING

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Review the “Planning for COVID-19 Scenarios in Schools” toolkit.</p> <p><input checked="" type="checkbox"/> Coordinate with Local Public Health Authority (LPHA) to establish communication channels related to current transmission level.</p>	<p>Coordinate Communication with the Local Public Health Authority.</p> <ul style="list-style-type: none"> ● The Local Health Department, Lane County Health Department (LHD) will provide school-centered communication and will potentially host conference calls. ● When cases are identified in the local region a response team should be assembled within the district and responsibilities assigned within the school district. ● Identify baseline absentee rates to determine if rates have increased significantly.. ● Temporarily dismiss students attending childcare facilities, K12 schools. ● Modify, postpone, or cancel large school events as coordinated with LHD. ● Work with LHD to establish timely communication with staff and families ● When novel viruses are identified in the school setting, and the incidence is low, the local health department will provide a direct report to the District office on a confirmed case. The LPHA will impose restrictions on contacts.

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> ● If school closure is advised by the local public health department, consultation should occur between legal, union and district administration to ensure processes are consistent with legal preparedness processes. ● Vending machines, water fountains, etc. (e.g., contact dependent functions) will be turned off or removed, to prevent exposure or the spread of the novel virus. <p>Students will bring filled water bottles marked with their name.</p>

3b. RESPONSE

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Review and utilize the "Planning for COVID-19 Scenarios in Schools" toolkit. <input checked="" type="checkbox"/> Ensure continuous services and implement Comprehensive Distance Learning. <input checked="" type="checkbox"/> Continue to provide meals for students. 	<p>Review and utilize the "Planning for COVID-19 Scenarios in Schools" toolkit.</p> <p>Distance Learning</p> <p>Comprehensive distance learning and in-person learning will be planned in collaborative teams, allowing for students (and the school community) to move between an in-person and distance learning model as needs dictate.</p> <p>In the event of school closure, all students and staff will participate in distance learning temporarily. The District will coordinate with Lane County Public Health to provide guidance on cleaning, sanitizing, and disinfecting surfaces. The District in coordination with OHS/LCPPA will provide guidance on the return of students and staff to on-site instruction.</p>

3c. RECOVERY AND REENTRY

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Review and utilize the "Planning for COVID-19 Scenarios in Schools" toolkit. <input checked="" type="checkbox"/> Clean, sanitize, and disinfect surfaces (e.g. door handles, sink handles, drinking fountains, transport vehicles) and follow CDC guidance for classrooms, cafeteria settings, restrooms, and playgrounds. <input checked="" type="checkbox"/> When bringing students back into On-Site or Hybrid instruction, consider smaller groups, cohorts, and rotating schedules to allow for a safe return to schools. 	<p>Review and utilize the "Planning for COVID-19 Scenarios in Schools" toolkit.</p> <p>See District's Communicable Disease Plan.</p> <ul style="list-style-type: none"> ● If school closure is advised by the local public health department, consultation should occur between legal, union and district administration to ensure processes are consistent with legal preparedness processes. ● Plan instructional models that support all learners in comprehensive distance learning. ● Clean, sanitize, and disinfect surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and follow CDC guidance for classrooms <p>Distance Learning</p> <p>Comprehensive distance learning and in-person learning will be planned in collaborative teams, allowing for students (and the school community) to move between an in-person and distance learning model as needs dictate.</p> <p>In the event of school closure, all students and staff will participate in distance learning temporarily. The District will coordinate with Lane County Public Health to provide guidance on cleaning, sanitizing, and disinfecting surfaces. The District in</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
	coordination with OHS/LCPPA will provide guidance on the return of students and staff to on-site instruction.



ASSURANCES

This section must be completed by any public school that is providing instruction through On-Site or Hybrid Instructional Models. Schools providing Comprehensive Distance Learning Instructional Models do not need to complete this section unless the school is implementing the Limited In-Person Instruction provision under the Comprehensive Distance Learning guidance. This section does not apply to private schools.

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

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

We will continue to work towards meeting them and have noted and addressed which requirement(s) we are unable to meet in the table titled “Assurance Compliance and Timeline” below.

-  **4. Equity**
-  **5. Instruction**
-  **6. Family, Community, Engagement**
-  **7. Mental, Social, and Emotional Health**
-  **8. Staffing and Personnel**

Assurance Compliance and Timeline

If a district/school cannot meet the requirements from the sections above, provide a plan and timeline to meet the requirement.

List Requirement(s) Not Met	Provide a Plan and Timeline to Meet Requirements <i>Include how/why the school is currently unable to meet them</i>