



## OPERATIONAL BLUEPRINT FOR SCHOOL REENTRY 2020-21

Updated 8/25/2020

Under ODE’s **Ready Schools, Safe Learners** guidance, each school<sup>1</sup> has been directed to submit a plan to the district<sup>2</sup> 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,<sup>3</sup> parents and others for purposes of providing expertise, developing broad understanding of the health protocols and carrying out plan implementation.

1. Please fill out information:

SCHOOL/DISTRICT/PROGRAM INFORMATION	
Name of School, District or Program	Grand View Christian Academy
Key Contact Person for this Plan	Michelle Woster
Phone Number of this Person	503-732-2020 x 130
Email Address of this Person	MichelleW@grandviewcares.com
Sectors and position titles of those who informed the plan	Michelle Woster, Administrator Colby Pennington, Elementary Principal Jenelle Lopez, Middle & High School Principal Chris Vestal, Transportation John Hoxie, Maintenance Supervisor Tobra Hitchcock, RN, Medical Consultant Mike Mutchler, Pastor
Local public health office(s) or officers(s)	Clackamas County Public Health
Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	Michelle Woster
Intended Effective Dates for this Plan	August 31, 2020 – June 3, 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.

<sup>1</sup> 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.

<sup>2</sup> 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.

<sup>3</sup> 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.

We are collecting survey data regarding distance learning, preferences of parents and students for structure learning for the 2020/2021 school year and intent to send students to school next year. The survey link has been provided to all students, families, and staff members to ensure effective representation/ survey data from all levels of students. We also provide paper copies of the survey upon request well.

3. Indicate which instructional model will be used.

Select One:

On-Site Learning     Hybrid Learning     Comprehensive Distance Learning

4. If you selected Comprehensive Distance Learning, you only have to fill out the green portion of the Operational Blueprint for Reentry (i.e., page 2 in the initial template).
5. If you selected On-Site Learning or Hybrid Learning, you have to fill out the blue portion of the Operational Blueprint for Reentry (i.e., pages 3-16 in the initial template) and [submit online](https://app.smartsheet.com/b/form/a4dedb5185d94966b1dffc75e4874c8a). (<https://app.smartsheet.com/b/form/a4dedb5185d94966b1dffc75e4874c8a>) by August 17, 2020 or prior to the beginning of the 2020-21 school year.

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

### REQUIREMENTS FOR COMPREHENSIVE DISTANCE LEARNING OPERATIONAL BLUEPRINT

*This section must be completed by any school that is seeking to provide instruction through Comprehensive Distance Learning.*

*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.

Not applicable – instruction will be provided through an on-site or hybrid learning model.

In completing this portion of the Blueprint you are attesting that you have reviewed the Comprehensive Distance Learning Guidance. [Here is a link to the overview of CDL Requirements.](#) Please name any requirements you need ODE to review for any possible flexibility or waiver.

Not applicable – instruction will be provided through an on-site or hybrid learning model.

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.

Not applicable – instruction will be provided through an on-site or hybrid learning model.

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

## ESSENTIAL REQUIREMENTS FOR HYBRID / ON-SITE OPERATIONAL BLUEPRINT

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



### 1. Public Health Protocols

#### 1a. COMMUNICABLE DISEASE MANAGEMENT PLAN FOR COVID-19

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Implement measures to limit the spread of COVID-19 within the school setting.</li> <li><input checked="" type="checkbox"/> Update written Communicable Disease Management Plan to specifically address the prevention of the spread of COVID-19.</li> <li><input checked="" type="checkbox"/> Designate a person to establish, implement and enforce physical distancing requirements, consistent with this guidance and other guidance from OHA.</li> <li><input checked="" type="checkbox"/> Include names of the GVCA 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.</li> <li><input checked="" type="checkbox"/> Process and procedures established to train all staff in sections 1 - 3 of the <i>Ready Schools, Safe Learners</i> guidance. Consider conducting the training virtually, or, if in-person, ensure physical distancing is maintained to the maximum extent possible.</li> <li><input checked="" type="checkbox"/> Protocol to notify the local public health authority of any confirmed COVID-19 cases among students or staff.</li> <li><input checked="" type="checkbox"/> Plans for systematic disinfection of classrooms, offices, bathrooms and activity areas.</li> <li><input checked="" type="checkbox"/> Process to report to the OHA any cluster of any illness among staff or students.</li> <li><input checked="" type="checkbox"/> Protocol to cooperate with the OHA recommendations and provide all logs and information in a timely manner.</li> <li><input checked="" type="checkbox"/> Protocol for screening students and staff for symptoms (see section 1f of the <i>Ready Schools, Safe Learners</i> guidance).</li> <li><input checked="" type="checkbox"/> Protocol to isolate any ill or exposed persons from physical contact with others.</li> <li><input checked="" type="checkbox"/> Protocol for communicating potential COVID-19 cases to the school community and other stakeholders (see section 1e of the <i>Ready Schools, Safe Learners</i> guidance).</li> <li><input checked="" type="checkbox"/> Create a system for maintaining daily logs for each student/cohort for the purposes of contact tracing.</li> </ul>	<p><b>Communicable Disease Plan:</b>            Protocols: These are still a work in progress. We are consulting with hospital personnel to ensure this plan is effective.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>• 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 <b>Ready Schools, Safe Learners</b> guidance), the daily log may be maintained for the cohort.</li> <li>• If a student(s) is not part of a stable cohort, then an individual student log must be maintained.</li> </ul> <p><input checked="" type="checkbox"/> Required components of individual daily student/cohort logs include:</p> <ul style="list-style-type: none"> <li>• Child’s name</li> <li>• Drop off/pick up time</li> <li>• Parent/guardian name and emergency contact information</li> <li>• All staff (including itinerant staff, staff, substitutes, and guest teachers) names and phone numbers who interact with a stable cohort or individual student</li> </ul> <p><input checked="" type="checkbox"/> Protocol to record/keep daily logs to be used for contact tracing for a minimum of four weeks to assist the OHA as needed.</p> <p><input checked="" type="checkbox"/> Process to ensure that all itinerant and all staff (maintenance, administrative, delivery, 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 OHA regarding cleaning and possible classroom or program closure if anyone who has entered school is diagnosed with COVID-19.</p> <p><input checked="" type="checkbox"/> Protocol to respond to potential outbreaks (see section 3 of the <b>Ready Schools, Safe Learners</b> guidance).</p>	

**1b. HIGH-RISK POPULATIONS**

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Serve students in high-risk population(s) whether learning is happening through On-Site, Hybrid (partially On-Site and partially Comprehensive Distance Learning models), or Comprehensive Distance Learning models.</p> <p><b>Medically Fragile, Complex and Nursing-Dependent Student Requirements</b></p> <p><input checked="" type="checkbox"/> All districts must account for students who have health conditions that require additional nursing services. Oregon law (<a href="#">ORS 336.201</a>) defines three levels of severity related to required nursing services:</p> <ol style="list-style-type: none"> <li>1. Medically Complex: Are students who may have an unstable health condition and who may require daily professional nursing services.</li> </ol> <p><input checked="" type="checkbox"/> Staff and school administrator should work with interdisciplinary teams to address individual student needs.</p> <ul style="list-style-type: none"> <li>• Communicate with parents and health care providers to determine return to school status and current needs of the student.</li> <li>• Service provision should consider health and safety as well as legal standards.</li> <li>• Work with an interdisciplinary team to meet requirements of ADA and FAPE.</li> <li>• High-risk individuals may meet criteria for exclusion during a local health crisis.</li> <li>• Refer to updated state and national guidance and resources such as: <ul style="list-style-type: none"> <li>○ U.S. Department of Education Supplemental Fact Sheet: Addressing the Risk of COVID-19 in Preschool, Elementary and Secondary Schools</li> </ul> </li> </ul>	<p><b>STAFF</b></p> <p>*Plan includes all staff self-identifying as vulnerable or part of a vulnerable household.</p> <ul style="list-style-type: none"> <li>- Options can include online instruction and support, office work without student or staff contact.</li> <li>- Staff can consider leave options as well.</li> </ul> <p><b>STUDENTS</b></p> <p>*All students identified as vulnerable, either by a physician or parent/guardian notification, may choose to be enrolled in online instruction with weekly check-ins.</p> <p>* Students who experience disability will continue to receive specially designed instruction.</p> <p>* Students with language services will continue to receive English Language Development.</p> <p><b>VISITORS/ VOLUNTEERS</b></p> <ul style="list-style-type: none"> <li>• Visitors/ Volunteers will be unable to work at GVCA or complete other volunteer activities that require in-person interaction at this time. Adults in our school will be limited to essential personnel only.</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>While Serving Children with Disabilities from March 21, 2020.</p> <ul style="list-style-type: none"> <li>○ ODE guidance updates for Special Education. Example from March 11, 2020.</li> <li>○ 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.'</li> <li>○ OAR 333-019-0010 Public Health: Investigation and Control of Diseases: General Powers and Responsibilities, outlines authority and responsibilities for school exclusion.</li> </ul>	

### 1c. PHYSICAL DISTANCING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ 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.</li> <li>☒ Support physical distancing in all daily activities and instruction, maintaining at least six feet between individuals to the maximum extent possible.</li> <li>☒ 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.</li> <li>☒ Schedule modifications to limit the number of students in the building (e.g., rotating groups by days or location, staggered schedules to avoid hallway crowding and gathering).</li> <li>☒ Plan for students who will need additional support in learning how to maintain physical distancing requirements. Provide instruction; don't employ punitive discipline.</li> <li>☒ Staff should maintain physical distancing during all staff meetings and conferences, and/or consider remote web-based meetings.</li> </ul>	<p>All classrooms have been measured and square footage established. All grades have capacity limits set that dependent upon square footage to accommodate 35 square feet per student.</p> <p>Student population by grades:</p> <ul style="list-style-type: none"> <li>* Preschool – 10 students per classroom</li> <li>* Kindergarten – 12/12/10 students per classroom</li> <li>* First thru Sixth Grade – 20 students per classroom</li> <li>* Seventh thru Tenth Grade – 20 students per classroom</li> <li>* Eleventh Grade – 20 students per classroom</li> <li>* Twelfth Grade – 15 students per classroom</li> </ul> <p>Lunchroom: Students will be having lunches in their established classrooms to maintain social distancing and minimum 35 square foot per student requirements.</p> <p>Individual desks will be used to accommodate physical distancing in the 1-12<sup>th</sup> grades.</p> <p>Younger classes will consider using a rope for students to hold on to that keeps them distanced, but still safely together when moving through the building or out of doors.</p> <p>Classes have been adjusted to ensure that classes are not in the hall at the same time.</p> <p>Students will not be using lockers to continue to embrace safe social distancing.</p>

### 1d. COHORTING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Where feasible, establish stable cohorts: groups should be no larger than can be accommodated by the space available to provide 35 square feet per person, including staff. <ul style="list-style-type: none"> <li>• The smaller the cohort, the less risk of spreading disease. As cohort groups increase in size, the risk of spreading disease increases.</li> </ul> </li> <li>☒ Students cannot be part of any single cohort, or part of multiple cohorts that exceed a total of 100 people within the educational week. Schools should plan to limit cohort sizes to allow for efficient contact-tracing and minimal risk for exposure.</li> <li>☒ Each school must have a system for daily logs to ensure contract tracing among the cohort (see section 1a of the <b>Ready Schools, Safe Learners</b> guidance).</li> </ul>	<p>Daily attendance will be taken and recorded in RenWeb in every classroom to establish daily stable cohorts.</p> <ol style="list-style-type: none"> <li>1) <b>Transportation cohort:</b> <ul style="list-style-type: none"> <li>• This is a stable group of students each day.</li> <li>• Stable groups can vary by AM/ PM routes.</li> <li>• Updated contact tracing logs are required for each run of a route.</li> </ul> </li> <li>2) <b>Preschool thru 6<sup>th</sup> Grade Classroom Cohorts</b> <ul style="list-style-type: none"> <li>• These grades are stable cohorts that are maintained throughout the year and for each special area:</li> </ul> </li> </ol>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Minimize interaction between students in different stable cohorts (e.g., access to restrooms, activities, common areas). Provide access to restrooms.</li> <li>☒ Cleaning and wiping surfaces (e.g., desks, door handles, etc.) must be maintained between multiple student uses, even in the same cohort.</li> <li>☒ Design cohorts such that all students (including those protected under ADA and IDEA) maintain access to general education, grade level learning standards, and peers.</li> <li>☒ Staff who interact with multiple stable cohorts must wash/sanitize their hands between interactions with different stable cohorts.</li> </ul>	<ul style="list-style-type: none"> <li>- Choir as a cohort</li> <li>- Recess as a cohort</li> </ul> <p><b>3) 7<sup>th</sup> thru 12<sup>th</sup> Grades Classroom Cohorts</b></p> <ul style="list-style-type: none"> <li>• Each grade has a stable classroom cohort that are maintained throughout the year and for each special area/elective.</li> </ul> <p>All cohorts will be maintained by physical distancing even in break periods. Students who need to leave a class outside of an assigned time will check in and check out to ensure contact tracing should the need arise.</p>

### 1e. PUBLIC HEALTH COMMUNICATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ 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.</li> <li>☒ Develop protocols for communicating with students, families and staff who have come into close contact with a confirmed case. <ul style="list-style-type: none"> <li>• The definition of exposure is being within 6 feet of a COVID-19 case for 15 minutes (or longer).</li> </ul> </li> <li>☒ Develop protocols for communicating immediately with staff, families, and the community when a new case(s) of COVID-19 is diagnosed in students or staff members, including a description of how the school or district is responding.</li> <li>☒ Provide all information in languages and formats accessible to the school community.</li> </ul>	<ul style="list-style-type: none"> <li>- Develop a Return-to-Work protocol that adheres to recommendations established by the OHA and DOE.</li> <li>- Letter to staff</li> <li>- Letter to families</li> <li>- All protocols are to be shared on our school website at <a href="http://grandviewacademy.com">grandviewacademy.com</a></li> <li>- Communicable disease plan</li> </ul>

### 1f. ENTRY AND SCREENING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Direct students and staff to stay home if they, or anyone in their homes or community living spaces, have COVID-19 symptoms, or if anyone in their home or community living spaces has COVID-19. COVID-19 symptoms are as follows: <ul style="list-style-type: none"> <li>• Primary symptoms of concern: cough, fever (of greater than 100.4°F) or chills, shortness of breath, or difficulty breathing.</li> <li>• Note that muscle pain, headache, sore throat, new loss of taste or smell, diarrhea, nausea, vomiting, nasal congestion, and runny nose are also symptoms often associated with COVID-19. More information about COVID-19 symptoms is available <a href="https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing">from CDC</a>.</li> <li>• In addition to COVID-19 symptoms, students should be excluded from school for signs of other infectious diseases, per existing school policy and protocols.</li> <li>• Emergency signs that require immediate medical attention: <ul style="list-style-type: none"> <li>○ Trouble breathing</li> <li>○ Persistent pain or pressure in the chest</li> <li>○ New confusion or inability to awaken</li> <li>○ Bluish lips or face</li> <li>○ Other severe symptoms</li> </ul> </li> </ul> </li> <li>☒ Screen all students and staff for symptoms on entry to bus/school every day. This can be done visually and/or with confirmation from a parent/caregiver/guardian. Staff members can self-screen and attest to their own health.</li> </ul>	<p><b>Screening Students:</b> Students will be visually screened by the staff. When the screening indicates that a student may be symptomatic, the student is directed to the office. We will follow our established protocol (see section 1a). Screening will include updating the cohort or individual student logs.</p> <p><b>Entry</b></p> <p><b>Nursery thru 3 Year Old Preschool</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the auditorium doors (Entry #1).</li> <li>• Hands will be washed upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>Kindergarten Class A, B, C</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the center doors of the education building (Entry #7).</li> <li>• Hands will be washed upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>4 Year Old Preschool Class A &amp; B</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the lower doors of the education building (Entry #9).</li> <li>• Hands will be washed upon entry into the classroom.</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>• Anyone displaying or reporting the primary symptoms of concern must be isolated (see section 1i of the <b>Ready Schools, Safe Learners</b> guidance) and sent home as soon as possible.</li> <li>• They must remain home until 24 hours after fever is gone (without use of fever reducing medicine) and other symptoms are improving.</li> </ul> <p><input checked="" type="checkbox"/> Follow OHA advice on restricting from school any student or staff known to have been exposed (e.g., by a household member) to COVID-19 within the preceding 14 calendar days.</p> <p><input checked="" type="checkbox"/> Staff or students with a chronic or baseline cough that has worsened or is not well-controlled with medication should be excluded from school. Do not exclude staff or students who have other symptoms that are chronic or baseline symptoms (e.g., asthma, allergies, etc.) from school.</p> <p><input checked="" type="checkbox"/> Hand hygiene on entry to school every day: wash with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol.</p>	<ul style="list-style-type: none"> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>First Grades and Sixth Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the side doors on the bottom floor new addition building (Entry #5).</li> <li>• Hands will be washed and/or hand sanitizer used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>Second Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the side double doors of the education building (Entry #8).</li> <li>• Hands will be washed and/ or hand sanitizer used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>Third thru Fifth Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit into individual classrooms in the modular buildings.</li> <li>• Hand sanitizer will be used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>Seventh, Ninth, and Tenth Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the top floor doors of the new addition building (back of the property) (Entry #6).</li> <li>• Hands will be washed and/ or hand sanitizer used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as break, dismissal, etc.</li> </ul> <p><b>Eighth A, B, and Eleventh Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the Adler room door (Entry #2).</li> <li>• Hands will be washed and/ or hand sanitizer used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as break, dismissal, etc.</li> </ul> <p><b>Twelfth Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the overhang doors (Entry #4).</li> <li>• Hands will be washed and/ or hand sanitizer used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as break, dismissal, etc.</li> </ul> <p><b>Screening Staff</b></p> <ul style="list-style-type: none"> <li>• Staff are required to report to the administrator when they may have been exposed to COVID-19</li> <li>• Staff are required to report to the administrator when they have symptoms related to COVID-19</li> <li>• Staff members are not responsible for screening other staff members for symptoms</li> </ul>



### 1g. VISITORS/VOLUNTEERS

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Restrict non-essential visitors/volunteers.</li> <li><input checked="" type="checkbox"/> Visitors/volunteers must wash or sanitize their hands upon entry and exit.</li> <li><input checked="" type="checkbox"/> Visitors/volunteers must maintain six-foot distancing, wear face coverings, and adhere to all other provisions of this guidance.</li> <li><input checked="" type="checkbox"/> Screen all visitors/volunteers for symptoms upon every entry. Restrict from school property any visitor known to have been exposed to COVID-19 within the preceding 14 calendar days.</li> </ul>	<p>Visitors/ Volunteers will be unable to work in GVCA or complete other volunteer activities that require in person interaction at this time. Adults at GVCA are limited to essential personnel only.</p>

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Face coverings or face shields are available for all staff, contractors, other service providers, or visitors or volunteers following <a href="#">CDC guidelines</a> for Face Coverings.</li> <li><input checked="" type="checkbox"/> Face coverings or face shields for all students in grades Kindergarten and up following CDC guidelines Face Coverings.</li> <li><input checked="" type="checkbox"/> <b>Students who choose not to wear a face covering must be provided access to instruction.</b></li> <li><input checked="" type="checkbox"/> Face masks required for school staff or other medical personnel when providing direct contact care and monitoring of staff/students displaying symptoms. Staff should also wear appropriate Personal Protective Equipment (PPE) for their role.</li> </ul> <p><b>ADA Accommodations</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> If any staff member requires accommodations for the face covering or face shield requirements, schools should work to limit the staff member's proximity to students and staff to the extent possible to minimize the possibility of exposure. Appropriate accommodations could include: <ul style="list-style-type: none"> <li>• Offering different types of face coverings and face shields that may meet the needs of the student.</li> <li>• Spaces away from peers while the face covering is removed; students should not be left alone or unsupervised.</li> <li>• 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;</li> <li>• Additional instructional supports to effectively wear a face covering;</li> </ul> </li> <li><input checked="" type="checkbox"/> <b>For students with existing medical conditions, doctor's orders to not wear face coverings, or other health related concerns, schools must not deny access to On-Site instruction.</b></li> </ul>	<p><u>Face Shields</u> Face Shields are <b>required</b> and will be provided for :</p> <ul style="list-style-type: none"> <li>• Bus Drivers – Shield must be in use when stopped, but can be lifted while driving. When not using a face shield, driver should be wearing an alternative face covering.</li> </ul> <p><u>Protective Barriers or Face Shields</u></p> <ul style="list-style-type: none"> <li>• Front office staff</li> </ul> <p><u>Facial Coverings</u> <i>Facial coverings are not synonymous for facemasks.</i> Facial coverings are <b>required</b> and will be provided for:</p> <ul style="list-style-type: none"> <li>• Staff providing 1:1 student support</li> <li>• Staff where services are providing the administration of medication or care for students displaying symptoms of illness.</li> </ul> <p>Facial coverings are <b>strongly encouraged</b> for all staff moving throughout campus, including but not limited to:</p> <ul style="list-style-type: none"> <li>• Art teacher</li> <li>• Office staff when working in other areas than the front office</li> <li>• Administration</li> </ul> <p>Facial coverings are <b>recommended</b> for:</p> <ul style="list-style-type: none"> <li>• All staff</li> </ul> <p>Facial coverings are NOT recommended for:</p> <ul style="list-style-type: none"> <li>• Children under the age of 5</li> <li>• Children of any age that have a medical condition that makes it difficult to breathe with a face covering</li> <li>• Those people who experience a disability that prevents them from wearing a face covering</li> <li>• Anyone who is unable to remove the covering independently</li> <li>• Those who are sleeping</li> <li>• <b>Face coverings cannot be required for use by children and should never prohibit or prevent access to instruction or activities</b></li> </ul>

### 1i. ISOLATION MEASURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li><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.</li> </ul>	<ul style="list-style-type: none"> <li>• Administration will connect weekly on updates for plan and isolation measures taken to that point.</li> </ul>



OHA/ODE Requirements	Hybrid/Onsite Plan
<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.</p> <ul style="list-style-type: none"> <li>• Work with administration, health care providers, or other staff with expertise to determine necessary modifications to areas where staff/students will be isolated.</li> <li>• Consider required physical arrangements to reduce risk of disease transmission.</li> <li>• Plan for the needs of generally well students who need medication or routine treatment, as well as students who may show signs of illness.</li> </ul> <p><input checked="" type="checkbox"/> Students and staff who report or develop symptoms must be isolated in a designated isolation area in the school, with adequate space and staff supervision and symptom monitoring by 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"> <li>• Staff in close contact with symptomatic individuals (less than six feet) should wear a medical-grade face mask. Other Personal Protective Equipment (PPE) may be needed depending on symptoms and care provided. Any PPE used during care of a symptomatic individual should be properly removed and disposed of prior to exiting the care space.</li> <li>• After removing PPE, hands should be immediately cleaned with soap and water for at least 20 seconds. If soap and water are not available, hands can be cleaned with an alcohol-based hand sanitizer that contains 60-95% alcohol.</li> <li>• If able to do so safely, a symptomatic individual should wear a face covering.</li> <li>• To reduce fear, anxiety, or shame related to isolation, provide a clear explanation of procedures, including use of PPE and handwashing.</li> </ul> <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><input checked="" type="checkbox"/> 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.</p> <ul style="list-style-type: none"> <li>• Symptomatic staff or students should seek COVID-19 testing from their regular physician or through the local public health authority.</li> <li>• If they have a positive COVID-19 viral (PCR) test result, the person should remain home for at least 14 days after illness onset and 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.</li> <li>• If they have a negative COVID-19 viral test (and if they have multiple tests, all tests are negative), they should remain home until 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.</li> <li>• If a clear alternative diagnosis is identified as the cause of the person’s illness (e.g., a positive strep throat test), then usual disease-specific return-to-school guidance should be followed and person should be fever-free for 24 hours, without use of fever reducing medicine. A physician note is required to return to school, to ensure that the person is not contagious.</li> </ul>	<ul style="list-style-type: none"> <li>• All students who become ill at school will remain at school supervised by staff until parents or designated emergency contact can pick them up in the designated isolation area. <ul style="list-style-type: none"> <li>- Students will be provided a facial covering if they can safely wear one</li> <li>- Staff should wear a facial covering and maintain physical distancing, but never leave a child unattended</li> </ul> </li> <li>• While exercising caution to maintain safety is appropriate 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</li> <li>• Staff will maintain student confidentiality as appropriate</li> <li>• Daily logs must be maintained and contain the following: <ul style="list-style-type: none"> <li>- Name of student(s) sent home for illness, cause of illness, time of onset; and</li> <li>- Name of students visiting the office for illness symptoms even if not sent home</li> </ul> </li> <li>• Staff and students with known or suspect COVID-19, or displaying COVID-19 symptoms per current OHA guidance, CDC guidance, or GVCA guidance, 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: <ul style="list-style-type: none"> <li>- The passage of 14 calendar days after exposure; <b>AND</b></li> <li>- Symptoms improving</li> </ul> </li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>If they do not undergo COVID-19 testing, the person should remain at home for 10 days <b>and</b> until 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.</li> </ul> <p><input checked="" type="checkbox"/> Record and monitor the students and staff being isolated or sent home for the OHA review.</p>	



## 2. Facilities and School Operations

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

### 2a. ENROLLMENT

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Enroll all students (includes foreign exchange students) following the standard Oregon Department of Education guidelines.</p> <p><input checked="" type="checkbox"/> Do not disenroll students for non-attendance if they meet the following conditions:</p> <ul style="list-style-type: none"> <li>Are identified as high-risk, or otherwise considered to be part of a population vulnerable to infection with COVID-19, or</li> <li>Have COVID-19 symptoms for 10 consecutive school days or longer.</li> </ul> <p><input checked="" type="checkbox"/> Design attendance policies to account for students who do not attend in-person due to student or family health and safety concerns.</p>	<ul style="list-style-type: none"> <li>We are a private school</li> </ul>

### 2b. ATTENDANCE

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> On-site school students: Full and part time students follow normal reporting policy and procedures.</p> <p><input checked="" type="checkbox"/> Full-Time Online and/ or Hybrid school students: Full-time students who are enrolled in school and taking online and/ or hybrid courses are only report on an FTE basis using a standard record.</p> <ul style="list-style-type: none"> <li>For the purpose of section 2b of the <b>Ready Schools, Safe Learners</b> guidance, please use the following definition and clarification: The responsibility of taking attendance must be performed by the teacher of record. "check-ins" with appropriately assigned instructional staff are two-way communications between the student and the teacher. A check-in <b>does not include</b> a student leaving a message on an answering machine or sending an email that does not receive a response from the appropriately assigned staff member by the end of the next school day.</li> <li>The student must check-in <b>at least</b> twice per week with their teacher(s) of record on <b>at least</b> two separate weekdays in order to be counted as present for all four days of that week.</li> </ul>	<ul style="list-style-type: none"> <li>We are a private school;</li> <li>Attendance will be taken daily on instructional days</li> <li>Attendance policies and plans will encourage staff and students to stay home if someone in their house is sick</li> <li>Staff will notify the administration when the absence rate has increased by 20% or more</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>• If the student only checks in once during the week, the student must be counted as absent for half of the scheduled week (2 days for a four day school week)</li> <li>• The student must be counted absent for the entire week if they do not report in at all during the week</li> <li>• Days in attendance may not be claimed for days in which the student did not have access to appropriate instructional staff. The purpose of the rule regarding checking in with a teacher of record is to assure that the teacher can evaluate whether the student is making adequate progress in the course and the student has additional guaranteed opportunities to engage with the teacher. The responsibility of taking attendance must be performed by the teacher of record, not another staff member.</li> </ul>	

### 2c. TECHNOLOGY

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Update procedures <i>school-owned</i> devices to match cleaning requirements (see section 2d of the <b>Ready Schools, Safe Learners</b> guidance).</li> <li>☒ Procedures for return, inventory, updating, and redistributing school-owned devices must meet physical distancing requirements.</li> </ul>	<ol style="list-style-type: none"> <li>1. Technology is provided for 11 &amp; 12 grades only</li> <li>2. Develop health protocols</li> </ol>

### 2d. SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ <b>Handwashing:</b> All people on campus should be advised and encouraged to wash their hands frequently.</li> <li>☒ <b>Equipment:</b> Develop and use sanitizing protocols for all equipment used by more than one individual or purchase equipment for individual use.</li> <li>☒ <b>Events:</b> 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.</li> <li>☒ <b>Transitions/Hallways:</b> Limit transitions to the extent possible. Create hallway procedures to promote physical distancing and minimize gatherings.</li> <li>☒ <b>Personal Property:</b> Establish policies for personal property being brought to school (e.g., refillable water bottles, school supplies, headphones/earbuds, cell phones, books, instruments, etc.). If personal items are brought to school, they must be labeled prior to entering school and use should be limited to the item owner.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Handwashing:</b> All students will have access to hand washing before meals/ snacks are served. Opportunity for frequent hand washing will be provided throughout the school day.</li> <li>• <b>Equipment:</b> All classroom supplies and Recess equipment will be cleaned and sanitized before use by another student or cohort group.</li> <li>• <b>Events:</b> Field trips will be designed virtually for the school year. All assemblies, special performances, school-wide parent meetings, and other large gatherings will be cancelled, held in a virtual format, or designed manner that allows appropriate physical distancing to be maintained throughout.</li> <li>• <b>Transitions/Hallways:</b> Hallway traffic direction will be instructed and demonstrated to show travel flow and cohort grouping.</li> <li>• <b>Personal Property:</b> Each classroom will have a limit on the number of personal items brought to school. A list will be made available with allowable items (ie refillable water bottle, school supplies, books, etc). If personal items are brought to school they must be labeled prior to entering school and not shared with other students.</li> <li>• <b>Safety Drills:</b> During fire drills (and other safety drills), all cohort classes will be physically distanced during exit, recovery, and reentry procedures.</li> <li>• <b>Restrooms:</b> Nursery thru 3 year old preschool will use the</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
	designated restrooms with their designated classrooms. These will be cleaned daily. All other students will have assigned restrooms for use and scheduled restroom schedules alleviating waiting in large groups. If this cannot be maintained, the restrooms will be cleaned multiple times throughout the day.

## 2e. ARRIVAL AND DISMISSAL

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Physical distancing, stable cohorts, square footage, and cleaning requirements must be maintained during arrival and dismissal procedures. <input checked="" type="checkbox"/> Create schedule(s) and communicate staggered arrival and/or dismissal times. <input checked="" type="checkbox"/> 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). <input type="checkbox"/> Ensure accurate sign-in/sign-out protocols to help facilitate contact tracing by the GVCA staff <ul style="list-style-type: none"> <li>• Eliminate shared pen and paper sign-in/sign-out sheets.</li> <li>• Ensure hand sanitizer is available if signing children in or out on an electronic device.</li> </ul> <input checked="" type="checkbox"/> Ensure hand sanitizer dispensers are easily accessible near all entry doors and other high-traffic areas. Establish and clearly communicate procedures for keeping caregiver drop-off/pick-up as brief as possible.	<p><b>Screening Students:</b> Students will be visually screened by the staff. When the screening indicates that a student may be symptomatic, the student is directed to the office. We will follow our established protocol (see section 1a). Screening will include updating the cohort or individual student logs.</p> <p><b>Entry/ Dismissal</b>  <b>Nursery thru 3 Year Old Preschool</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the auditorium doors (Entry #1).</li> <li>• Hands will be washed upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>Kindergarten Class A, B, C</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the center doors of the education building (Entry #7).</li> <li>• Hands will be washed upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>4 Year Old Preschool Class A &amp; B</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the lower doors of the education building (Entry #9).</li> <li>• Hands will be washed upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>First Grades and Sixth Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the side doors on the bottom floor new addition building (Entry #5).</li> <li>• Hands will be washed and/or hand sanitizer used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>Second Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the side double doors of the education building (Entry #8).</li> <li>• Hands will be washed and/ or hand sanitizer used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>Third thru Fifth Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit into individual classrooms in the modular buildings.</li> <li>• Hand sanitizer will be used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as recess, dismissal, etc.</li> </ul> <p><b>Seventh, Ninth, and Tenth Grades</b></p>

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> <li>• Students will enter/ exit thru the top floor doors of the new addition building (back of the property) (Entry #6).</li> <li>• Hands will be washed and/ or hand sanitizer used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as break, dismissal, etc.</li> </ul> <p><b>Eighth A, B, and Eleventh Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the Adler room door (Entry #2).</li> <li>• Hands will be washed and/ or hand sanitizer used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as break, dismissal, etc.</li> </ul> <p><b>Twelfth Grades</b></p> <ul style="list-style-type: none"> <li>• Students will enter/ exit thru the overhang doors (Entry #4).</li> <li>• Hands will be washed and/ or hand sanitizer used upon entry into the classroom.</li> <li>• Students will travel by cohort for activities such as break, dismissal, etc.</li> </ul> <p><b>Screening Staff</b></p> <ul style="list-style-type: none"> <li>• Staff are required to report to the administrator when they may have been exposed to COVID-19</li> <li>• Staff are required to report to the administrator when they have symptoms related to COVID-19</li> <li>• Staff members are not responsible for screening other staff members for symptoms</li> </ul>

## 2f. CLASSROOMS/REPURPOSED LEARNING SPACES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <b>Seating:</b> 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.</li> <li><input type="checkbox"/> <b>Materials:</b> 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.</li> <li><input checked="" type="checkbox"/> <b>Handwashing:</b> Remind students (with signage and regular verbal reminders from staff) of the utmost importance of hand hygiene and respiratory etiquette. Respiratory etiquette means covering coughs and sneezes with an elbow or a tissue. Tissues should be disposed of in a garbage can, then hands washed or sanitized immediately. <ul style="list-style-type: none"> <li>• Wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Seating:</b> Rearrange student's desks and tables to at least six feet apart; assign seating so students are in the same seat at all times.</li> <li>• <b>Materials:</b> Each classroom, will limit sharing of community supplies when possible (ie scissors, pencils, etc). if needed to share, these items will be cleaned frequently. Hand sanitizer and tissues will be available for use by students and staff.</li> <li>• <b>Handwashing:</b> Students will wash their hands before each meal and frequently throughout the day.</li> <li>• <b>Respiratory Etiquette:</b> School staff will consistently teach and reinforce the need for ongoing respiratory etiquette.</li> <li>• <b>Classroom Procedures:</b> Each class/ cohort thru 6<sup>th</sup> grade will be assigned cubby or storage spaces for individual student belongings in their classes. Middle school and high school will keep their personnel belongings with them in class (backpack). Shared spaces (if determined necessary) will be cleaned between cohort use.</li> </ul>

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Keep school playgrounds closed to the general public until park playground equipment and benches reopen in the community (see Oregon Health Authority’s <a href="#">Specific Guidance for Outdoor Recreation Organizations</a>).</li> <li><input checked="" type="checkbox"/> After using the restroom students must wash hands with soap and water for 20 seconds. Soap must be made available to students and staff.</li> <li><input checked="" type="checkbox"/> 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.</li> <li><input checked="" type="checkbox"/> Designate playground and shared equipment solely for the use of one cohort at a time. Disinfect at least daily or between use as much as possible in accordance with <a href="#">CDC guidance</a>.</li> <li><input checked="" type="checkbox"/> Cleaning requirements must be maintained (see section 2j of the <b>Ready Schools, Safe Learners</b> guidance).</li> <li><input checked="" type="checkbox"/> Maintain physical distancing requirements, stable cohorts, and square footage requirements.</li> <li><input checked="" type="checkbox"/> Provide signage and restrict access to outdoor equipment (including sports equipment, etc.).</li> <li><input checked="" type="checkbox"/> Design recess activities that allow for physical distancing and maintenance of stable cohorts.</li> <li><input type="checkbox"/> Clean all outdoor equipment at least daily or between use as much as possible in accordance with <a href="#">CDC guidance</a>.</li> </ul>	<ul style="list-style-type: none"> <li>• Playgrounds will remain closed for public use. GVCA will post adequate signage sharing this information with the public. At that point, classes may use playground for recess on a staggered schedule throughout the school day.</li> <li>• All playground structures will be disinfected daily via PETRA Fogger Atomizer.</li> <li>• Each cohort will be using their own playground supplies (balls, jump ropes, etc)</li> <li>• Students must wash hands or use hand sanitizer before and after playground use.</li> <li>• Recess activities will be planned to support physical distancing and maintain stable cohorts. This will include limiting the number of students on one piece of playground equipment at one game, etc.</li> </ul>

**2h. MEAL SERVICE/NUTRITION**

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Staff serving meals must wear face shields or face covering (see section 1h of the <b>Ready Schools, Safe Learners</b> guidance).</li> <li><input checked="" type="checkbox"/> Students must wash hands with soap and water for 20 seconds <u>or</u> use an alcohol-based hand sanitizer with 60-95% alcohol before meals and should be encouraged to do so after.</li> <li><input checked="" type="checkbox"/> Appropriate daily cleaning of meal items (e.g., plates, utensils, transport items) in classrooms where meals are consumed.</li> <li><input type="checkbox"/> Cleaning and sanitizing of meal touchpoints.</li> <li><input checked="" type="checkbox"/> Adequate cleaning of tables between meal periods.</li> <li><input checked="" type="checkbox"/> Since staff must remove their face coverings during eating and drinking, staff should eat snacks and meals independently, and not in staff rooms when other people are present. Consider staggering times for staff breaks, to prevent congregation in shared spaces.</li> </ul>	<ul style="list-style-type: none"> <li>• Students will bring lunch and snacks from home – no hot lunches will be served by school staff/ cooks</li> <li>• Students should wash their hands or use hand sanitizer prior to eating lunch and snacks.</li> </ul>

**2i. TRANSPORTATION**

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Include transportation departments (and associated contracted providers, if used) in planning for return to service.</li> <li><input checked="" type="checkbox"/> Buses are cleaned frequently. Conduct targeted cleanings between routes, with a focus on disinfecting frequently touched surfaces of the bus (see section 2j of the <b>Ready Schools, Safe Learners</b> guidance).</li> <li><input checked="" type="checkbox"/> Develop protocol for loading/unloading that includes visual screening for students exhibiting symptoms and logs for contact-tracing. This can be done at the time of arrival and departure.             <ul style="list-style-type: none"> <li>• If a student displays COVID-19 symptoms, provide a face shield or face covering (unless they are already wearing one) and keep six feet away from others.</li> <li>• If arriving at school, notify staff to begin isolation measures.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Shoulder buses run, drivers are required to wear facial shields. Facial shields will be provided for drivers. Shield must be in use when stopped, but can be lifted while driving. When not using face shield, the driver should be wearing an alternative face covering.</li> <li>• Each bus driver/ staff will be required to:             <ul style="list-style-type: none"> <li>- Visually screen students for illness (follow entry and screening procedures)</li> <li>- Maintain logs for contact tracing using procedures from 1a above</li> </ul> </li> <li>• Clean and sanitize buses between routes</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>○ If transporting for dismissal and the student displays an onset of symptoms, notify the school.</li> <li>☒ Drivers wear face shields or face coverings when not actively driving and operating the bus.</li> <li>☒ 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).</li> <li>☒ Face coverings or face shields for all students in grades Kindergarten and up following <a href="#">CDC guidelines</a> applying the guidance in section 1h of the <b>Ready Schools, Safe Learners</b> guidance to transportation settings.</li> </ul>	

## 2j. CLEANING, DISINFECTION, AND VENTILATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Clean, sanitize, and disinfect frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and shared objects (e.g., toys, games, art supplies) between uses multiple times per day. Maintain clean and disinfected (<a href="#">CDC guidance</a>) environments, including classrooms, cafeteria settings and restrooms.</li> <li>☒ <u>Clean and disinfect</u> playground equipment <b>at least daily</b> or between use as much as possible in accordance with <a href="#">CDC guidance</a>.</li> <li>☒ Operate ventilation systems properly and/or increase circulation of outdoor air as much as possible by opening windows and doors, using fans, and through other methods. Consider running ventilation systems continuously and changing the filters more frequently. Do <b>not</b> use fans if they pose a safety or health risk, such as increasing exposure to pollen/allergies or exacerbating asthma symptoms. For example, do not use fans if doors and windows are closed and the fans are recirculating the classroom air.</li> <li>☒ Consider the need for increased ventilation in areas where students with special health care needs receive medication or treatments.</li> <li>☒ Facilities should be cleaned and disinfected <b>at least daily</b> to prevent transmission of the virus from surfaces (see <a href="#">CDC's guidance on disinfecting public spaces</a>).</li> <li>☒ Air circulation and filtration are helpful factors in reducing airborne viruses. Consider modification or enhancement of building ventilation where feasible (see <a href="#">CDC's guidance on ventilation and filtration</a> and <a href="#">American Society of Heating, Refrigerating, and Air-Conditioning Engineers' guidance</a>).</li> </ul>	<ul style="list-style-type: none"> <li>• All frequently touched surfaces (ie playground equipment, door handles, sink handles, etc) and shared objects (ie toys, art supplies, games, etc) will be cleaned between uses by different cohorts, but not less than once daily.</li> <li>• Ventilation systems will be checked and maintained monthly by staff/ maintenance staff. This includes all portable HEPPA air filtrations systems in classrooms.</li> </ul>

## 2k. HEALTH SERVICES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ 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.</li> </ul>	<ul style="list-style-type: none"> <li>• Administration primary in supporting the development of this plan.</li> <li>• Designated staff can implement plan.</li> <li>• A plan for maintaining health services for all students.</li> </ul>



## 2I. BOARDING SCHOOLS AND RESIDENTIAL PROGRAMS ONLY

OHA/ODE Requirements	Hybrid/Onsite Plan
<input type="checkbox"/> • <input type="checkbox"/> •	Not applicable



## 3. Response to Outbreak

### 3a. PREVENTION AND PLANNING

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Coordinate with Local Public Health Authority (LPHA) to establish communication channels related to current transmission level.  <input checked="" type="checkbox"/> When new cases are identified in the school setting, and the incidence is low, the LPHA will provide a direct report to the administration on the diagnosed case(s). Likewise, the LPHA will impose restrictions on contacts.	<ul style="list-style-type: none"> <li>Coordinate communication with the LPHA.</li> <li>Establish a specific emergency response framework with key personnel.</li> </ul>

### 3b. RESPONSE

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Follow the school's outbreak response protocol. Coordinate with the LPHA for any outbreak response. <input checked="" type="checkbox"/> Ensure continuous services and implement Comprehensive Distance Learning. <input checked="" type="checkbox"/> Report to the LPHA any cluster of illness (2 or more people with similar illness) among staff or students.  <input checked="" type="checkbox"/> If the school is closed, implement Short-Term Distance Learning or Comprehensive Distance Learning models for all staff/students.  <input checked="" type="checkbox"/> Communicate criteria that must be met in order for On-Site instruction to resume and relevant timelines with families.	<ul style="list-style-type: none"> <li>Identify baseline absentee rates to determine if rates have increased by 20% or more.</li> <li>Work with the LPHA to establish timely communication with staff and families.</li> <li>We will move to temporary distance learning if a class(es) or school has to close.</li> </ul> <p>We will communicate with families what criteria must be met in order to return to On-Site instruction.</p>

### 3c. RECOVERY AND REENTRY

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Plan instructional models that support all learners in Comprehensive Distance Learning. <input checked="" type="checkbox"/> Clean, sanitize, and disinfect surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and follow <a href="#">CDC guidance</a> for classrooms, cafeteria settings, restrooms, and playgrounds. <input checked="" type="checkbox"/> Communicate with families about options and efforts to support returning to On-Site instruction. <input checked="" type="checkbox"/> Follow the LPHA guidance to begin bringing students back into On-Site instruction. <ul style="list-style-type: none"> <li>Consider smaller groups, cohorts, and rotating schedules to allow for a safe return to schools.</li> </ul>	<ul style="list-style-type: none"> <li>If school closure is advised by the LPHA, consultation will occur between legal and administration to ensure processes are consistent with legal preparedness processes.</li> <li>Plan instructional models that support all learners in comprehensive distance learning.</li> <li>Clean, sanitize, and disinfect surfaces and follow CDC guidelines for classrooms, restrooms, and playgrounds.</li> </ul>



## ASSURANCES

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

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

 **4. Equity**

 **5. Instruction**

 **6. Family, Community, Engagement**

 **7. Mental, Social, and Emotional Health**

 **8. Staffing and Personnel**

**Assurance Compliance and Timeline**

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

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