**Kauri Sue Hamilton School Reopening Plan**

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| **School Administrator Point of Contact (POC):** | **Contact phone/email:** |
| Courtney Titus | 801-567-8500/courtney.titus@jordandistrict.org |

This school reopening plan is based on the Jordan School District 2020-2021 Reopening plan.

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|  | **Action Plan with Mitigating Strategies:** |
| **SCHOOL GENERAL INFORMATION** | |
| Schedules (M - Th + F),  School-Wide requirements,  Chromebooks, etc. | Students attending in-person learning Monday - Thursday have all been assigned to a classroom and will follow that classroom schedule. Please see the attached document for school-wide requirements in all areas of the building.  Friday Schedule - no students will be required to attend school on Fridays. Students will engage in at-home learning on Fridays. All teachers and related services providers will have dedicated office hours from 11:00 a.m. - 11:30 a.m. every Friday to answer questions and provide support. Classroom teachers will contact parents to let them know what at-home learning options are available on Fridays. Small group learning may be available at Kauri Sue Hamilton on an as needed basis. Parents of participating students will be notified at least one week in advance. Bussing will be provided, and lunch will be served. |
| **SCHOOL PLAN DETAILS BY LOCATION** | |
| **Plans to support “Before Coming to School”:** | Families - Will be provided with a health/symptom checklist. Families will conduct temperature and symptoms checks at home each school day. Families will keep their children home who are ill or exhibiting symptoms of COVID-19.  Staff - will watch the video training on COVID-19 prior to students being in the building. Staff will conduct temperature and symptoms checks at home each school day. Staff will stay home who are ill or exhibiting symptoms of COVID-19.  All health care plans and IEP’s will be reviewed and updated based on COVID-19 risk factors. |
| **Plans to support “Bussing”** | Drivers and Attendants will wear a mask/shield. Parents – if you need to help secure your student on the bus you will need to be wearing a mask/shield. Students will be spaced out on the bus and will have assigned seats. All high touch areas (handrails, seat backs, etc.) will be wiped down with disinfectant. And each bus will be deep cleaned at the end of the day with a disinfecting mister. Parents of special education students receiving specific bus services need to notify transportation dispatch if the student will not be attending school. |
| **Plans for Office** | All PPE will be distributed to staff before students arrive at school. A plexiglass barrier will be installed on the receptionist’s desk. Office phones are to be used only by office staff. Masks are required by all adults entering the building. If a parent/caregiver needs to check a student in or out, please call ahead so we can have the student in the office and walk to car or have to eliminate wait time. If you are coming into the office you will need to wear a mask, use sanitizer, sign the check in/out clipboard using a new pen and discard it in the used pens jar when finished. Office staff will clean and disinfect pens. |
| **Plans for Classrooms** | As physical distancing is not possible; all staff will wear a mask/shield at all times. Administration will provide training to educate all staff on the action plan and will teach routines to mitigate risk. Students will be spaced out and facing forward. Students will stay with their group the entire day. Classroom staff will clean and disinfect tables, door handles desks and materials used after every 30- minute class period.  Classroom teachers will contact our nurses if they have symptomatic symptoms. It will be determined if a student needs to be isolated and picked up from school. Parents will be called to come and pick up their student from school. Parents will need to follow the school guidelines for when a student can return to school. |
| **Plans for Unique Courses**: (music, theater, dance, CTE, PE) | See attached document for school-wide plans. |
| **Plans for Special Education Classrooms** | As physical distancing is not possible; all staff will wear a mask/shield at all times. Administration will provide training to educate all staff on the action plan and will teach routines to mitigate risk. Students will be spaced out and facing forward. Students will stay with their group the entire day. Classroom staff will clean and disinfect tables, door handles and desks after every 30- minute class period.  Classroom teachers will contact our nurses if they have symptomatic symptoms. It will be determined if a student needs to be isolated and picked up from school. Parents will be called to come and pick up their student from school. Parents will need to follow the school guidelines for when a student can return to school. |
| **Plans for Hallways** | Hallway traffic patterns have been labeled in the school. Transitions have been lessened and some related services will push into classrooms. Traffic will flow with classrooms transitioning by always walking on the right side of the hallway. Handrails will be cleaned and disinfected at least two times throughout the school day. |
| **Plans for Cafeteria** | Classrooms will be divided during their respective lunch times in the cafeteria and the atrium. Staff will help all students sanitize their hands when they arrive to lunch and when they leave the cafeteria or atrium when lunch is over. Students will sit spaced out and facing the same way (no students will be sitting across a table facing each other). All food will be prepared by our cafeteria staff who will be wearing masks/shield and gloves. All lunches will be served utilizing disposable packaging. All packaging, cups, etc. will be thrown away. Nothing will be taken back to the cafeteria to be washed. All tables, benches and chairs will be cleaned and disinfected before the next lunch time starts using Eco-lab. All staff who are feeding a student will be wearing mask/shield, gloves, and gown. This includes g-tube feedings. At the end of each day (after surfaces have been cleaned and sanitized) all high touch work surfaces in the cafeteria will be sprayed with EPA approved Peroxide Multi Surface Cleaner and Disinfectant. This product will remain on all surfaces throughout the night and rinsed off all food prep surfaces at the beginning of each workday. |
| **Plans for Restrooms** | Signs will be displayed outlining proper hand hygiene. Students will only use the bathrooms that are attached to their designated classroom. Bathrooms will be cleaned and disinfected between each student – this includes the changing table, hand rail, toilet flusher, sink, etc. When finished students will be assisted in washing hands. The staff assigned to toileting will be wearing a face mask, shield, gown, and gloves. Gloves will be changed between every student. |
| **Plans for Recess/Playground** | Staff will help students sanitize their hands at the entrance to the playground and when they exit the playground. Only one class at a time will utilize the playground. The playground will be cleaned and disinfected before the next class comes to the playground. |
| **Plans for Gymnasium** | Weather permitting, students can participate in PE outdoors. Inside, students will enter through the north door and exit through the south door. Staff will assist students sanitize their hands when they arrive to PE and when they leave PE. All equipment used will be cleaned and disinfected after each class. |
| **Plans for Library** | N/A |
| **Plans for the Stadium/Field** | N/A |

Kauri Sue Hamilton School Repening Plan

July 20, 2020

At School Learning Monday – Thursday

Adapted P.E. – Weather permitting, students can participate in PE outdoors. Inside, students will enter through the north door and exit through the south door. Staff will assist students sanitize their hands when they arrive to PE and when they leave PE. All equipment used will be cleaned and disinfected after each class.

Arrival/Dismissal – We will continue to use the 5 bus areas for arrival and dismissal. Most students require support and will be escorted into the building taking the quickest route possible to the student’s classroom from the bus area. All bus areas will be cleaned and disinfected after bus duty.

Assemblies – No assemblies will be scheduled or held at this time.

Bathrooms – Signs will be displayed outlining proper hand hygiene. Students will only use the bathrooms that are attached to their designated classroom. Bathrooms will be cleaned and disinfected between each student – this includes the changing table, hand rail, toilet flusher, sink, etc. When finished students will be assisted in washing hands. The staff assigned to toileting will be wearing a face mask, shield, gown, and gloves. Gloves will be changed between every student.

Bus – Drivers and Attendants will wear a mask/shield. Parents – if you need to help secure your student on the bus you will need to be wearing a mask/shield. Students will be spaced out on the bus and will have assigned seats. All high touch areas (handrails, seat backs, etc.) will be wiped down with disinfectant. And each bus will be deep cleaned at the end of the day with a disinfecting mister. Parents of special education students receiving specific bus services need to notify transportation dispatch if the student will not be attending school.

Cafeteria – Classrooms will be divided during their respective lunch times in the cafeteria and the atrium. Staff will help all students sanitize their hands when they arrive to lunch and when they leave the cafeteria or atrium when lunch is over. Students will sit spaced out and facing the same way (no students will be sitting across a table facing each other). All food will be prepared by our cafeteria staff who will be wearing masks/shield and gloves. All lunches will be served utilizing disposable plates. All packaging, cups, etc. will be thrown away. Nothing will be taken back to the cafeteria to be washed. All tables, benches and chairs will be cleaned and disinfected before the next lunch time starts using Eco-lab. All staff who are feeding a student will be wearing mask/shield, gloves, and gown. This includes g-tube feedings. At the end of each day (after surfaces have been cleaned and sanitized) all high touch work surfaces will be sprayed with EPA approved Peroxide Multi Surface Cleaner and Disinfectant. This product will remain on all surfaces throughout the night and rinsed off all food prep surfaces at the beginning of each workday.

Classrooms – As physical distancing is not possible; all staff will wear a mask/shield at all times. Administration will provide training to educate all staff on the action plan and will teach routines to mitigate risk. Students will be spaced out and facing forward. Students will stay with their group the entire day. Classroom staff will clean and disinfect tables, door handles and desks after every 30- minute class period.

Communication – All staff, parents, and caregivers will be educated on school protocols and action plans. The Kauri Sue Hamilton School Reopening Plan will be posted on our website and will be emailed to all parents and caregivers. Health and safety information will be communicated transparently, while protecting the privacy of students, families, and staff.

Community Based Curriculum – Community access is a part of every student’s transition plan. Students and staff who are accessing the community will follow the guidelines and mandates of the county and the business they are going to. If a student cannot follow the guidelines or mandates, they will stay at the school and staff will create a similar experience with an alternate activity.

Covid-19 Training – All employees will be required to participate in Covid-19 training.

Devices – Students will be assigned or devices will be designated to a student and will be cleaned and disinfected at the end of each day.

Equipment – Staff will help students sanitize their hands before using any assistive equipment (walkers, standers, gait trainers, etc.) and after they are finished using the assistive equipment. Equipment will be individualized to students as equipment allows. Equipment will be cleaned and disinfected after each use.

Field Trips – There will be no field trips at this time.

Fine Motor Workshop – Staff will help students sanitize their hands before they start a task and after they finish their task. One class at a time will be in SHOP. All desks, chairs, and materials will be cleaned and sanitized before another class comes to SHOP.

Hallways – Transitions have been lessened and some related services will push into classrooms. Traffic will flow with classrooms transitioning by always walking on the right side of the hallway. Hand rails will be cleaned and disinfected at least two times throughout the school day.

High Risk Individuals – Work closely with the school nurses, teachers, related service providers and parents to mitigate risks and determine next steps.

Individual Education Plan (IEP) Meetings – will be held virtually at this time.

Isolation/Quarantine Room – Our downstairs tub room will be utilized as an isolation/quarantine room to house students who are ill and awaiting a return to home. A nurse and the symptomatic student will be the only ones in that room. A sign will be posted on the door to label the room. A color-coded card will be laminated and velcroed to the door. Green for the room being cleaned, disinfected, and ready for use. Red if it’s been occupied by nurse and symptomatic student and is waiting to be cleaned and disinfected. Do not use if red sign is facing outward.

Job Sites – Students will be able to access their jobsites if they can follow the guidelines and mandates for that job site. If the students cannot follow the guidelines or mandates they will be assigned jobs around the school building.

KSHS Staff – All staff will take their temperature at home each day to ensure they do not have a fever of 100.4 or greater. All staff will be wearing PPE at all times during the school day. Staff will be required to wear a face mask/shield. Staff will be provided with a clear face shield. There will be times when staff are wearing masks, shields, gloves, and gowns.

Masks – All staff and adults will be required to wear a mask/shield during the school day. Students will not be required to wear a mask.

Music – Staff will help students sanitize their hands when they get to music and when they leave music. All chairs and instruments will be cleaned and sanitized before the next class comes to music. Music Therapist will provide push-in service to some classrooms.

Office – A plexiglass barrier will be installed on the receptionist’s desk. Office phones are to be used only by office staff. Masks are required by all adults entering the building. If a parent/caregiver needs to check a student in or out, please call ahead to eliminate wait time. If you are coming into the office you will need to wear a mask, use sanitizer, sign the check in/out clipboard using a new pen and discard it in the used pens jar when finished. Office staff will clean and disinfect pens.

Playground – Staff will help students sanitize their hands at the entrance to the playground and when they exit the playground. Only one class at a time will utilize the playground. The playground will be cleaned and disinfected before the next class comes to the playground.

Pool – Staff will dress students for swimming in their classroom bathroom following the bathroom protocols. Students will swim with their classroom. No classrooms will share a locker room. After swimming students will be showered and dressed in the locker room. Staff will follow bathroom protocol. Locker rooms will be cleaned and disinfected before another class comes down to swim. Signage will be posted in the locker rooms on proper hand hygiene.

Positive Test for Covid-19 – We will work with the county health department to determine next steps based on contact tracing.

Schedules – Students will arrive and spend the first hour in their individual classrooms. The number of transitions throughout the day have been lessened and after each 30-minute class there will be a 15-minute cleaning/disinfecting/transition period. No class will enter another room before it has been cleaned and disinfected.

Seminary – Seminary staff will follow the same protocols as the Kauri Sue staff. Seminary staff will help students sanitize their hands when they arrive to Seminary and when they leave Seminary. All chairs, tables and materials will be cleaned and disinfected before another class comes to Seminary. Seminary staff will also be required to wear a mask/shield.

Sensory Rooms – Staff will help students sanitize their hands before entering the sensory room and when leaving the sensory room. Sensory rooms have been scheduled so classes can split their students in half. Only one class will be in a sensory room at a time. Sensory rooms will be cleaned and disinfected before another class comes to a sensory room.

Symptomatic Individuals – Symptomatic individuals will not be allowed to physically return to school unless their symptoms are not due to a communicable disease as confirmed by a medical provider.

SMAC (Science and Math Adapted form the Core) – Staff will help students sanitize their hands when they arrive to SMAC and when they leave SMAC. One class will be in SMAC at a time. All chairs, tables, and materials will be cleaned and disinfected before another class comes to SMAC.

Staff Training – All staff will be trained on all protocols and safety expectations to mitigate risks before school begins.

Visitors & Volunteers – We will not have any visitors or volunteers at this time. When restrictions have been lifted all visitor and/or volunteers will need to wear face coverings and complete symptoms checks.

Contact person at Kauri Sue for Reopening questions or concerns: Courtney Titus, Principal 801-567-8500