

School Reopening Plan

Woodhouse Academy

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APSEP Name: Woodhouse Academy

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Fall Reopening Model:

Full Participation:

- All students will return to the school facility for full time instruction. Each classroom has been arranged to maximize social distancing to the greatest extent feasible. It is anticipated that class sizes will not exceed 5 students and one teacher. Students will be required to wear masks at all times when in the building. Teachers will be required to wear face shields when they are able to maintain a 6-foot distance from the students and a face shield and mask when within 6 feet of the students. The daily school schedule has been altered to increase the time between classes to 5 minutes to afford the students a mask break every 45 minutes. Students will enter the building, undergo a temperature check and immediately report to their first period classroom for “Morning Meeting.”

Lunch will take place in the student’s 5th period classroom. All lunches will be delivered to the classroom by school staff.

Dismissal from school will occur as student transportation arrives. Once a student’s transportation arrives at school, that student will be dismissed to eliminate any congregating of students at the end of the day.

If a parent chooses not to have their child participate in in-school learning, in accordance with all guidance published by the CSDE, that student will be provided with remote learning via Google Classroom & Google Meets. The student will virtually attend each class during the school day along with his/her classmates who are participating in person.

Blended Learning:

- We will begin the year with a blended learning model. At the present time, we will have all students present in school Monday through Thursday, with Friday being a virtual day using Google Classroom and Google Meet. Each student will follow a normal Friday schedule and attend all classes virtually. In the event that infection rates or further guidance from the State Dept. of Education and/or Dept. of Health indicates a need to reduce the number of students in the building, we will pivot to having, all high school students divided into two groups, a group A

and a group B. Those students in Group A will attend school in person on Monday and Wednesday and will attend school virtually on Tuesday, Thursday and Friday. Those students in Group B will attend school in person on Tuesday and Thursday and will attend virtually on Monday, Wednesday and Friday. Those students who are attending virtually will utilize Google Classroom & Google Meets to attend classes. In this way, all students will participate in a full school day schedule with some students present in the school facility and others present virtually on an alternating basis. Where needed, additional educational personnel will assist in classrooms where a class has more than 2 virtual learners.

At current census levels, the middle school students will participate in in-person instruction Monday-Thursday and virtually on Friday. At such time as the census in the middle school reaches 6 students, the middle school will be divided into a Group A and a Group B and will operate in the same fashion as the high school.

When the students are in the building, they will be required to wear masks at all times. Teachers will be required to wear face shields when they are able to maintain a 6-foot distance from the students and a face shield and mask when within 6 feet of the students. The daily school schedule has been altered to increase the time between classes to 5 minutes to afford the students a mask break every 45 minutes. Students will enter the building, undergo a temperature check and immediately report to their first period classroom for “Morning Meeting.”

Lunch will take place in the student’s 5th period classroom. All lunches will be delivered to the classroom by school staff.

Dismissal from school will occur as student transportation arrives. Once a student’s transportation arrives at school, that student will be dismissed to eliminate any congregating of students at the end of the day.

School Closure:

- In the event of a full school closure, we will utilize Google Classroom & Google Meets where all students will participate in a regular school day schedule virtually.

School Liaison, Communications Plans and Data Collection:

- David Feldman is designated as the Covid-19 Health and Safety Compliance Liaison.
 - All policy and protocol updates will be communicated to parents, staff and students via email, regular mail, virtual meetings and/or phone calls/text messages.
 - All communications will be handled by the Liaison or his designee and will occur within 24 hours of any new policies or protocols being instituted.
 - We will be having mandatory meetings with the staff virtually several times during the summer in preparation for school reopening in the fall and any future reopening events.
 - We will be having mandatory meetings with the parents and students both virtually and in person (in small groups) to go over all new procedures and protocols in detail both prior to school reopening in the fall and any future reopening events.
 - We plan on holding monthly meetings or as often as the current health situation requires, to update parents on all current health and safety information and protocols.
 - All communications will be handled by the Liaison or his designee and will occur within 24 hours of any new policies or protocols being instituted.

- We will create a Covid-19 page on our website that will contain a link to all current policies and procedures and will post all new information as it is announced.
- We will be gathering information from families in early August during the first of our mandatory family meetings regarding current health status, concerns regarding reopening and plans for participating.

Operations Plan:

Facilities:

- We will reorganize all classroom layouts to maximize social distancing in every classroom. No more than 5 students and 1 teacher will occupy a single classroom, with social distancing practiced to the greatest extent feasible. All student desks will be arranged so that no student is facing another.
- Where it is not possible to reorganize a specific classroom, other space within the school will be utilized to replace that classroom.
- All classrooms will be organized to allow the teacher to be socially distanced. Where social distancing cannot be accomplished due to instructional requirements, teachers will be required to wear masks and will be provided with face shields. Some classrooms may also be equipped with plexiglass dividers separating the teacher from the students.
- We will hang posters throughout the school building related to stopping the spread of the virus, reminding students and staff about face coverings, social distancing and proper hygiene.
- Taped markings will be placed on the floor throughout the school to direct traffic flow.

Training:

- Staff will be required to view all training videos provided by the state regarding safety protocols prior to the start of the school year.
- School will hold Professional Development days prior to the start of the school year to practice new protocols.
- We will be conducting a mandatory on-line training seminar for parents and students on all protocols relating to social distancing, cleaning and hygiene practices needed.
- All virtual training classes will be recorded and available for all students and parents or others who enroll/ become employed by the school after the first day of school.

Daily Operations:

- The school has arranged class schedules to maintain stable cohorts to the greatest extent possible.
- The school does not have clubs, and before or after school programs.

Child Nutrition:

- The school does not participate in any school meal programs.

Transportation:

- The school does not transport students.

Health Practices and Protocols:

- Mandatory meetings will be held with all students and parents to educate them on all new policies and protocols prior to reentering the school in the fall.
- Students will be reminded of the policies and protocols on a weekly basis.
- Signs are being placed throughout the school reminding all students and staff about social distancing, the use of face coverings and hand washing, respiratory etiquette, and enhanced cleaning.
- The school will maintain adequate supplies of liquid soap, hand sanitizer, tissues, paper towels and cloth face coverings.
- The school will be professionally cleaned three times a week.
- The school will be cleaned and disinfected daily by staff specifically assigned with this task.

Reporting Illnesses and Addressing Vulnerable Populations:

- All students and staff will be required to inform the school if they exhibit any Covid-19 symptoms, or have been exposed to anyone who has been diagnosed with Covid-19.
- Every Sunday evening each parent must email the school an attestation indicating that the student has not exhibited any symptoms of Covid-19 during the preceding week and that the student has not come into contact with anyone diagnosed with Covid-19 during the preceding week. If that attestation is not received, the student will have to attend classes remotely until the attestation is received. These attestations will be collected and maintained by the Covid-19 Liaison.
- All students, parents and staff will be trained to do a daily self-assessment prior to leaving for school to identify Covid-19 symptoms.
- The school has developed a school-wide sick protocol in accordance with CDC and state and local health department guidelines that will be communicated to all students, parents and staff. These protocols will be reinforced frequently during the course of the school year. These protocols will be updated and amended as necessary based upon new information provided by local and state Departments of Health.

Social Distancing:

- School layout has been altered to afford the greatest social distancing feasible.
- Classroom layouts have been altered to afford greatest social distancing feasible.
- Tape markings have been placed on the floors throughout the school to assist in social distancing and traffic flow.
- The school has placed markings on the ground in the outside spaces used for mask breaks to assure students know how far apart to remain while taking mask breaks.

Use of Face Coverings, Masks and Face Shields

- All students and staff will be required to wear appropriate face coverings while in the school building.
- Teachers who can maintain social distancing and are utilizing a face shield may forego a face mask while teaching.
- Any student or staff member who does not have appropriate face coverings on a given day will be provided one.
- Any student who, except for health-related reasons, refuses to wear a mask will be required to remain in the isolation room and attend all of his/her classes virtually that day. If the student is a repeat offender, that child will, in accordance with any directive from the student's home district,

be required to attend school virtually and will be treated as having opted-out of in person learning.

Health Monitoring Plan:

- The school has developed a policy around the monitoring of the CDC website to keep up to date on all of the latest Covid-19 information.
- The school has developed written protocols for the monitoring of staff and student symptoms that could be related to Covid-19.

Containment Plan:

- The school has developed certain written protocols for containment and immediate response to anyone exhibiting signs or symptoms of Covid-19 or has been exposed or diagnosed with Covid-19. Additional protocols or alterations to existing protocols will be developed as new guidance is issued by the CSDE or the CSDPH or local health officials.
- The school has designated a specific room as an “isolation room” to accommodate any student who exhibits symptoms until a parent or guardian arrives to pick up the child.
- The school has developed a protocol for the dismissal to home of any student or staff member who exhibits symptoms of Covid-19. Additional protocols or alterations to existing protocols will be developed as new guidance is issued by the CSDE or the CSDPH or local health officials.

Cancellation of Classes, Remote Learning, and Reopening Plans:

- The school has developed a remote learning plan, as outlined above, that is capable of being implemented immediately upon any school closure. The plan includes a communication plan for both families and staff.
- The Remote Learning Plan includes provisions for providing educational opportunities to any student who will be subject to a prolonged absence.
- The school will close immediately for a period of 3 days (or for such period of time as recommended by local health officials at the time of exposure) if any student or staff test positive for Covid-19 to allow the building to be properly cleaned and sanitized. Remote learning will take place during any such closure.

Family and Student Engagement:

Family Support and Communication:

- The School will provide all families with the necessary protocols prior to reopening.
- The School is requiring all parents attend a mandatory informational meeting to be held virtually prior to the start of the school year.
- The school will continue to hold regular meetings with parents to keep them apprised of all updated information.
- The school will publish its reopening plan on its website.

Materials:

- The school will not allow for the sharing of materials by students.
- Each student will be provided with an individual set of all materials that the student will need to be able to participate in all class work assigned.

- All materials will be stored in such a fashion as to eliminate the congregating of students at any point during the day to gather materials.
- All materials will be distributed to students during “Morning Meeting” by a member of the staff.

Attendance Monitoring:

- School will actively monitor attendance for all students and staff, tracking the reasons for absences to identify trends that are suggestive of community spread of any illness.

The School will update and modify this plan as conditions change and/or new guidance is provided by the CSDE and/or state and local health officials.