

School Reopening Requirements Template

Name of LEA

Local education agencies (school districts and charter schools also known as LEAs) are required to develop local plans for reopening schools for in-person instruction in the fall of 2020. In this document, LEAs should provide assurance that they have met the specific requirements from the state in their planning process. This document can be used in conjunction with the USBE School Reopening Handbook, which provides recommended considerations to guide planning and additional details. The requirements contained in this template are subject to change and will be updated accordingly.

This Reopening Requirements Template is required to be submitted to the Utah State Board of Education by August 1, 2020. While LEAs may choose to use the format of this document as the basis for their school reopening plan that is required to be made available to the public (public-facing school reopening plan), LEAs may use whatever format they feel best suits the needs and interests of their local community.

Please submit this Reopening Requirements Template to the Utah State Board of Education by email to coronavirus@schools.utah.gov. Submission of the template serves as an assurance only (the Board is not approving local plans).

Attestation:

*Our school reopening plan has been approved by our governing board in an open and public meeting and was made available on our website (and each schools' website) by **August 1, 2020**.*

 Yes No

Insert the link to your public-facing website here:

school reopening plan on your LEA

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Repopulating Schools

Communication and Training

State Requirement (“What”)

Develop administrator/teacher/staff education and training on school’s reopening protocol and action plans

- Educate and train students and caregivers on school’s protocols and action plan; post and/or make accessible to school communities
- Make materials available to families in their respective

Implementation Plan (“How”)

- School Performance will provide training to educate administrators on the action plan.
- School Administration will provide training to educate all staff on the action plan.
- Administrators will create lesson plans for teachers to deliver in classes regarding protocols for face to face class attendance, sanitation, lunch, before and after school activities, and extracurricular activities.
- Principal Gregory Leavitt is the point of contact to answer specific questions or concerns (801-826-6001).
- Materials will be translated into primary languages of our families with the assistance of Student Advocacy and Access and inschool translation services.
- Weekly emails will be provided to families with updates; emails will be translated into primary languages of our families with the assistance of Student Advocacy and Access and in school translation services.. Updates will also be made available on the school’s website.
- Teachers will attend a Tech Summit training to create blended learning spaces so that students can be supported even when they have to miss school for long periods of time. This will also ensure that if we have to move to online instruction exclusively, it can be done seamlessly and without disruption to students’ learning.

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<p>preferred/primary language</p>	<ul style="list-style-type: none"> • Posters for restrooms about proper hand washing will be hung in all restrooms. • Signage in main hallways for students to keep right as they walk down the halls to control traffic flow. Signage in office areas, Media Center, concessions, classrooms, and cafeteria to ensure proper social distancing and wearing of masks. • Masks will be made available to students; district will also provide masks for every student. Signage throughout the school about the importance of masks. • Student government & HHS administration will create promotional videos to positively promote proper sanitation procedures and mask-wearing to keep schools in session. • Work with School Performance and District Communications if extra precautions are needed or crisis response is needed for any reason. • All students will be issued a Chromebook so that devices are made available for in-school and out of school use, particularly if a student gets sick or if we need to move to an online delivery system.
<p>Appoint a point of contact for each school available for questions or specific concerns.</p>	<p>Indicate assurance:</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>

Accommodating Individual Circumstances (e.g., High-Risk, Personal Decisions)

State Requirement (“What”)

Implementation Plan (“How”)

Create a process for students/families and staff to identify as high risk¹ for severe illness due to COVID-19 and have a plan in place to address requests for alternative learning arrangements, remote

- Follow district protocols for identifying students in need of short-term home and hospital vs. long-term home and hospital.
- Review 504 plans with counselors and administrators to ensure appropriate accommodations are in place.
- Review health plans with school nurse and administration to ensure appropriate measures are being taken to protect students.
- Students will be given the option to have a partial or full schedule in an online setting. Courses will be administered through Canyons Virtual High School. If students choose online learning, HHS will work with individual families to ensure IEP and/or EL services are delivered appropriately. All core classes are available through CVHS. CVHS grading scale would apply. Online option for IB courses are being discussed. If a student chooses to participate in online learning, they will need to remain in the online setting for at least one quarter. Students will have access to a Chromebook.

¹ High-risk individuals are defined as people 65 years and older, people who live in a nursing home or long-term care facility, people of all ages with underlying medical conditions, including lung disease or moderate to severe asthma, people who have serious heart conditions, people who are immunocompromised (many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications), people with severe obesity, diabetes, chronic kidney disease undergoing dialysis, or liver disease.

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<p>learning or instruction, or work re-assignments</p>	<ul style="list-style-type: none"> • Students who are quarantined or who contract Covid or any other serious illness will be able to access learning as their teacher will support blended learning lessons on Canvas for student access. The grading scale for long term ill or quarantined students will be established. • Students with an IEP who choose online learning will need to have an IEP meeting and a change of placement as we identify new service patterns in this new setting.
<p>Take reasonable steps to minimize and mitigate risk for employees who identify as high-risk</p>	<ul style="list-style-type: none"> • Canyons School District’s protocols and procedures will be followed. Requests for other assignments will be made on a case-by-case basis. • HHS Administration will train all staff and faculty on Covid-19, how it is spread, and how we must protect ourselves. • Teachers and students will be provided with masks, and be required to wear masks when in class and in the building unless six feet distancing is established and/or other approved protocols are followed such as system checklists. • District protocols for protecting yourself from Covid-19 will be followed: <ul style="list-style-type: none"> • Disinfectant will be provided in each classroom and office area to sanitize frequently touched objects and surfaces. • Employees and students will be told to stay home when they are sick. • Hand sanitizer and dispensers will be made available in every classroom. • Frequent hand washing will be encouraged. • Employees may request face shields and latex gloves. • Plexiglass shields will be installed in high contact areas (office spaces). • Employees may engage the ADA process for additional accommodations.
<p>Systematically review all current plans (e.g., Individual Healthcare Plans, Individualized Education Plans or 504 plans) for accommodating students with special healthcare needs and update their care plans as needed to decrease their risk for exposure to COVID-19</p>	<p>Indicate assurances:</p> <p><input checked="" type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>

Enhanced Environment Hygiene & Safety

State Requirement (“What”)

Develop protocols for implementing an increased cleaning and hygiene regimen

Implementation Plan (“How”)

Indicate assurance:

Yes

- Custodial staff will utilize district protocols for increased cleaning and hygiene regimen.
- Custodial staff will perform restroom checks three times daily to ensure adequate soap and paper products.

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	<ul style="list-style-type: none"> • All facility High Touch Points will be sanitized daily and disinfected two times per week after facility occupants leave. • All high-risk areas (restrooms, locker rooms, sick rooms, showers, pre-school, day care, weight rooms) and any body-fluid spills will be disinfected daily or at time of incident. • All water fountains will be sanitized twice daily and disinfected at the end of the day. Students and staff are encouraged to use refillable water bottles. • Hand sanitizer dispensers have been installed throughout the school. Eventually, hand sanitizer dispensers will be located in every classroom. • Teachers will keep classroom doors open during class changes and whenever possible and whenever it is safe to reduce door handle HTPs and to increase air flow. • Custodians will follow district protocols for cleaning of cafeteria tables. <p><input type="checkbox"/> No</p>
<p>Faculty and staff wear face coverings (e.g., masks or shields) when physical distancing is not feasible</p>	<ul style="list-style-type: none"> • Faculty and staff wear face coverings. Each staff member will be provided two cloth face coverings.
<p>Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to staff/students/visitors in controlled environments to ensure safe use</p>	<p>Indicate assurance:</p> <p><input checked="" type="checkbox"/> Yes</p> <ul style="list-style-type: none"> • Hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant will be readily available to staff/students/visitors in controlled environments to ensure safe use. All chemical agents are approved by Canyons School District. • Disposable masks will be made available for visitors who do not bring their own. <p><input type="checkbox"/> No</p>

School Schedules

State Requirement (“What”)

Due to the unique nature of school schedules, USBE has not provided state-wide requirements.

Implementation Plan (“How”)

- Students choosing face to face instruction will return to school on August 17, 2020, on a regular A/B schedule unless the district mandates otherwise.
- HHS has over 1200 students transported on buses to school by 7:00am. To mitigate students congregating and provide added class time HHS will use a Covid alternative schedule with a class start time at 7:30am. The cafeteria will serve breakfast from 7-7:30am. School will be cleared at 2:30. Students remaining in the building must be working with a specific teacher or coach in a specific activity.

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Monitoring for Incidences

State Requirement (“What”)	Implementation Plan (“How”)
Develop administrator/teacher/staff education and training on your LEA’s protocol for symptom monitoring	<ul style="list-style-type: none"> • School Performance and Responsive Services will train HHS Administration on action plan for mitigating risk in classrooms. • Students who report illness will be taken to attendance office and placed in a designated place until parents arrive. • Administration will train and educate staff on the action plan. • All employees will receive additional training on Covid-19 during Critical Policies Training. • Teachers will then educate students on proper ways to protect yourself from contracting COVID-19 (discussed earlier in this document).
Establish a plan to assist families in conducting symptom checking at home	<ul style="list-style-type: none"> • Responsive Services will send home self-symptom screener magnets for families.
Assist families in access to thermometers, or other items, as needed to fulfill appropriate symptom checking requirements	<ul style="list-style-type: none"> • Responsive Services will provide thermometers to families upon request.
Monitor staff/student symptoms and absenteeism carefully	<p>Indicate assurance:</p> <p><input checked="" type="checkbox"/> Yes</p> <ul style="list-style-type: none"> • Each staff member will complete a symptom screener daily to create a digital trail and reinforce that employees must stay home if sick. • Students who report illness will be taken to attendance office and placed in a designated place until parents arrive. • Only approved volunteers will be allowed in the school at this time. • Teachers and administrators will monitor attendance and reach out to families if needed. • No Grades will not be given for students who are staying home because they are sick. These students will be given an “Excused” absence, which will not count towards a No Grade. Parents will be informed by HHS Administration as to how to clear an absence. <p><input type="checkbox"/> No</p>
Educate and promote to staff/students: “If you feel sick; stay home”	<p>Indicate assurance:</p> <p><input checked="" type="checkbox"/> Yes</p> <ul style="list-style-type: none"> • Teachers will provide a blended learning environment so that students can easily make up work when absent due to quarantine or illness. • Teachers will have lesson plans available in case they go into quarantine or ill.

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	<ul style="list-style-type: none"> Administration will re-assign staff if necessary to help teach classes when substitutes are unavailable. <input type="checkbox"/> No
<p>Do not allow symptomatic individuals to physically return to school unless their symptoms are not due to a communicable disease as confirmed by a medical provider</p>	<p>Indicate assurance:</p> <input checked="" type="checkbox"/> Yes <ul style="list-style-type: none"> Students and staff members may return if a doctor's note is provided. Office staff and teachers will be trained in identifying symptomatic individuals so that they do not return to school before they are well. Attendance Office will notify teachers when a student may return to school. Teachers will contact Administrators if a student returns to school exhibiting symptoms or before a self-quarantine has ended. <input type="checkbox"/> No

Containing Potential Outbreaks

Preparation Phase

State Requirement ("What")	Implementation Plan ("How")
<p>Develop administrator/teacher/staff education and training on school's protocol for containing potential outbreaks</p>	<ul style="list-style-type: none"> Protocols developed by Responsive Services will be followed by Hillcrest High School. Teachers will take attendance daily and have assigned seating charts to assist with contact tracing. Digital health room logs and documented screening will be implemented to assist with contact tracing. Coaches and advisors of extracurricular activities will take attendance at practice and competition to assist with contact tracing. Coaches and advisors will also complete symptom trackers on each participant to ensure that no one is participating who is exhibiting symptoms. Protocols for large gatherings (listed below) will be followed to assist with adequate contact tracing.
<p>Consult with local health department regarding procedures for tracing a positive COVID-19 case by an employee, student, visitor, or those who have come into contact with an individual testing positive</p>	<ul style="list-style-type: none"> Positive case will be reported to the Principal. School nurse and Nancy Purcell, will be contacted by the principal. <ul style="list-style-type: none"> HHS Administration and office staff will follow district guidelines and health department guidelines when to contact students/parents who have been in direct contact with a positive COVID-19 case. HHS administration will follow district and health department return to school guidelines. Principal will notify School Performance Director and School Board. Identity of positive COVID-19 case will be protected and kept private. If an entire class or entire school closure must occur, this will happen in coordination with the Salt Lake County Board of Health and will be communicated to HHS families, School Performance, and School Board. Blended learning will continue for students who are quarantined.

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Quarantine/Isolation Protocol²

State Requirement (“What”)	Implementation Plan (“How”)
Designate quarantine rooms at each school to temporarily house students who are unable to return home	<p>Indicate assurance:</p> <p><input checked="" type="checkbox"/> Yes</p> <ul style="list-style-type: none"> • Additional classroom (in addition to the sick room) has been set aside to house sick students • School will limit and document on the health room log anyone who enters the room to assist with contact tracing. • Signage will be posted to remind individuals not to enter the health room unless absolutely necessary. • <p><input type="checkbox"/> No</p>
Communicate health and safety issues transparently, while protecting the privacy of students and families	<ul style="list-style-type: none"> • Principal will communicate to HHS families, Nancy Purcell, school nurse, Salt Lake County Health Department, District Communications, and to the School Board regarding current outbreaks or situations as they arise. Every precaution will be taken to protect the HIPPA of individuals testing positive for COVID-19.

Temporarily Reclosing (if Necessary)

Preparation Phase

State Requirement (“What”)	Implementation Plan (“How”)
Develop administrator/teacher/staff education and training on school’s protocol for temporarily reclosing schools if necessary	<ul style="list-style-type: none"> • Administration will coordinate with School Performance on protocols for temporarily reclosing of schools if necessary. • Administration will train teachers on what this will entail if this should happen. • Principal will communicate with community and staff about any reclosure of school.
Establish a plan in consultation with local health on responding to confirmed cases and the coordination	<ul style="list-style-type: none"> • Communication procedure in coordination with school administration, School Performance, District Communications, and the School Board will be implemented and followed. • Salt Lake County Board of Health will work with Nancy Purcell or Sally Goodger, Lead Nurse, School Performance, and school

² “Quarantine” refers to the recommendations regarding someone that has been exposed to virus (but not yet a confirmed case) is recommended to separate oneself while waiting to see if symptoms develop. “Isolation” refers to the recommendations regarding someone who has a confirmed infection.

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of temporary closure of a school	administration to determine how long a school closure will last.
In the event of an outbreak, contact the local health department in order to trigger the pre-established plan which may include: class dismissal, school dismissal, longevity of dismissal based on community spread, cleaning/sanitization, communications, contact tracing, etc.	<ul style="list-style-type: none"> School Administration will follow all recommendations of the Salt Lake County Board of Health in conjunction with the School Board and the Office of School Performance to determine logistics regarding school dismissal and protocols that must be in place to return to school.

Transition Management Preparation

State Requirement (“What”)	Implementation Plan (“How”)
Develop a communication procedure for students and faculty in the case there is a temporary reclosure	<ul style="list-style-type: none"> School Administration will follow district-created communication procedures to inform students, faculty, and parents of a temporary reclosure. The school principal will be the primary point of contact with assistance from District Communications.
Review original Continuity of Education Plans that were implemented during the spring 2020 soft closure and analyze lessons learned. Consider making changes accordingly and incorporating into transition management plans	<p>Indicate assurance:</p> <p><input checked="" type="checkbox"/> Yes</p> <ul style="list-style-type: none"> Plans were reviewed and additional professional learning and supports have been put in place for teachers for 2020-2021. <p><input type="checkbox"/> No</p>
Analyze remote learning capabilities	<p>Indicate assurance:</p> <p><input checked="" type="checkbox"/> Yes</p> <ul style="list-style-type: none"> All high school students will be given access to a Chromebook device. Internet hot spots will be provided as needed to assist with remote learning. Teachers have received additional professional learning to assist with a blended learning model that will also serve as a useful remote learning tool for students. Canvas pages will be systematic so that parents understand how to help their children access course content to continue their learning. High school students will have the option to attend in-person or online.

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	<ul style="list-style-type: none">• Students who are placed in quarantine or self-isolation will maintain classroom teacher with resources provided on Canvas to allow student to participate in the course.• Students who are English Language Learners will be provided electronic translation services for online learning and communication. Instructional videos will be utilized to help parents and students access lesson material, and teachers will provide adjusted supports to continue the learning of these students.• Students receiving special education services will have specialized instruction provided by a highly qualified special education teacher. Online learning is a change in placement and will require an IEP meeting to consider service patterns. School-based administrators will work with the district special education department to determine what steps need to be taken for temporary closures or for students who are quarantined. <p><input type="checkbox"/> No</p>
Explore extracurriculars/in-person events that may also need to be temporarily postponed/canceled or transitioned to virtual	<ul style="list-style-type: none">• All recommendations from UHSAA and the Salt Lake County Board of Health will be followed.<ul style="list-style-type: none">• Sporting events will limit participation levels to 25% capacity to provide for social distancing.• Sporting events will also use a ticketing procedure to assist with contact tracing.• Dances will either be postponed or cancelled.• Assemblies will be by grade level or in smaller groups with assigned seating and/or completed virtually to provide for contact tracing.• No Back-to-School Night will occur.• Freshman orientation will be done virtually on Canvas and on the 1st day of school after Freshman have been trained on covid procedures.• Parent Teacher Conferences will utilize a Google Meet platform to prevent congregating and close contact.

Mitigation Tactics for Specific School Settings

LEA Mitigation Strategies for Specific School Settings

Analyze each of the following settings to determine the appropriate risk mitigation strategies to implement. By analyzing the environmental features of your unique setting/activity, you can use what you know about how the virus works and how it spreads to develop a plan for additional strategies. For complete directions on how to fill out the chart, see the USBE School Reopening Handbook. The state requirements have been included in the chart in **purple, bold font**. If a certain state requirement prompts you to develop a protocol or strategy, describe your planned approach within the appropriate table cell. You can also reference the Handbook for additional recommended considerations specific to each school setting. Add additional mitigation strategies to each school setting as you see fit. You may also add additional rows for other school settings that your LEA would like to address.

Setting	State Requirement(s)	Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
		(e.g., contact tracing, testing, symptom monitoring, self-isolation, etc.)	(e.g., group size, interaction with multiple groups, etc.)	(e.g., maintaining distance, close physical interaction, frequency of travel, etc.)	(e.g., face coverings, appropriate covering of sneeze/cough, reduce duration spent face-to-face, increase air flow, etc.)	(e.g., personal hygiene, physical space hygiene, personal protective equipment, etc.)
Classrooms	<ul style="list-style-type: none"> - Develop and provide educator training on implementing strategies to identify and mitigate risk in a classroom setting 	<ul style="list-style-type: none"> Teachers will be trained by administration on specific symptoms of COVID and how to watch for them. Teachers will be given specific protocols on how to inform administrators if a student is exhibiting symptoms. Attendance Office will notify teachers if an individual is in 	<ul style="list-style-type: none"> Teachers will assign seats and assign groups to avoid the mixing of cohorts of students. Students will work with the same groups each day and will sit in the same seat each day. Students and teachers will wear masks. Teachers and staff will complete a symptom tracker each day to 	<ul style="list-style-type: none"> Students will be spread out in a classroom as much as possible. All desks/tables will face forward. Extra lab spaces will be utilized when possible. If this is not possible, additional plexiglass barriers can be utilized. Extra furniture will be removed from the classroom to maximize space. Utilize large spaces as much as possible for instruction (i.e. outside, auditorium, gyms). 	<ul style="list-style-type: none"> Students and faculty will be required to wear masks if they cannot socially distance. All students and faculty will be provided with masks and will be expected to launder them. Doors to classroom will remain open to increase air flow. 	<ul style="list-style-type: none"> Materials will be provided to sanitize desks and door handles. Hand sanitizing stations will be made available throughout the building. High Risk individuals will be able to request additional PPE if feasible. Teachers will give students wipes as they come into class to sanitize their work spaces. Each student will be given their own device (chromebook) to decrease equipment being shared between students. Teachers will try and use digital copies minimizing paper copies and the sharing of classroom materials.

Setting	State Requirement(s)	Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
		(e.g., contact tracing, testing, symptom monitoring, self-isolation, etc.)	(e.g., group size, interaction with multiple groups, etc.)	(e.g., maintaining distance, close physical interaction, frequency of travel, etc.)	(e.g., face coverings, appropriate covering of sneeze/cough, reduce duration spent face-to-face, increase air flow, etc.)	(e.g., personal hygiene, physical space hygiene, personal protective equipment, etc.)
		self-isolation or quarantine. <ul style="list-style-type: none"> Any contact tracing that is needed will be conducted by the School Administration in coordination with the Board of Health and Nancy Purcell, District Nurse. 	ensure that no symptoms are being exhibited by any adults.			

Setting	State Requirement(s)	Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
		(e.g., contact tracing, testing, symptom monitoring, self-isolation, etc.)	(e.g., group size, interaction with multiple groups, etc.)	(e.g., maintaining distance, close physical interaction, frequency of travel, etc.)	(e.g., face coverings, appropriate covering of sneeze/cough, reduce duration spent face-to-face, increase air flow, etc.)	(e.g., personal hygiene, physical space hygiene, personal protective equipment, etc.)
Transitions	<ul style="list-style-type: none"> Identify high traffic areas and apply floor markings or signage to direct traffic 	<ul style="list-style-type: none"> Students will wear masks when they enter the hallway. Students will walk to the right side of all hallways and stairwells. No congregating of students will be allowed in large spaces such as the Commons or in intersections. 	<ul style="list-style-type: none"> Students and staff will wear masks when they enter the hallways during class changes. Students will walk to the right side of hallways to decrease face-to-face contact. Administration and teachers will be present in hallways to move traffic and prevent the congregating of students. Floor markings and wall signage will be put in place to divide hallways and stairwells to ensure that students keep to the right. 	<ul style="list-style-type: none"> Students will stay to the right and wear masks in high traffic areas. Students will be encouraged to minimize lockers to avoid congregating of students. Students will be encouraged to utilize backpacks and only go to lockers before or after school or at lunch for items. 	<ul style="list-style-type: none"> All classroom doors will be propped open to minimize the touching of door handles as students move in and out of areas except during lunch times when halls will be used for spreading students out to eat lunch. 	<ul style="list-style-type: none"> Door handles and other high touch areas will be sanitized multiple times a day.

Setting	State Requirement(s)	Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
		(e.g., contact tracing, testing, symptom monitoring, self-isolation, etc.)	(e.g., group size, interaction with multiple groups, etc.)	(e.g., maintaining distance, close physical interaction, frequency of travel, etc.)	(e.g., face coverings, appropriate covering of sneeze/cough, reduce duration spent face-to-face, increase air flow, etc.)	(e.g., personal hygiene, physical space hygiene, personal protective equipment, etc.)
Entry/Exit Points	<ul style="list-style-type: none"> - Establish protocols for any visitors and non-regular staff, including at a minimum temperature checking and the wearing of face coverings - Establish protocols for drop-off/pick-up and communicate updates and expectations to families - Limit nonessential visitors and volunteers to campuses and programs; each school is to determine essential versus nonessential - Designate entry/exit flow paths to minimize congestion 	<ul style="list-style-type: none"> • No volunteers, unless cleared by Administration and unless absolutely necessary. • Parents will call Attendance Office and check students and meet them in front of the school. • Utilize google meets or zoom meetings rather than in-person meetings with counselors, administrators, and teachers. • If meetings do occur, temperatures of visitors will be taken and tracked carefully for contact tracing purposes. • Due to construction HHS will use three 	<ul style="list-style-type: none"> • Parents will call Attendance Office and check students and meet them in front of the school. • Utilize google meets or zoom meetings rather than in-person meetings with counselors, administrators, and teachers. • If meetings do occur, temperatures of visitors will be taken and tracked carefully for contact tracing purposes. • Parents will need to make an appointment when seeing counselors to mitigate large gatherings in small office areas. 	<ul style="list-style-type: none"> • Students will stay to the right and use doors on the right. • Designate entrance and exit points to the cafeteria to ensure that traffic moves the same way. • Designate entrance and exit points from each of the main gyms to prevent congregating. • Designate entrance and exit points from the auditorium. • Designate entrance and exit doors for Main Office and Attendance Office. • Limit the number of people allowed in the counseling center, attendance office, main office and IB room at one time. Provide social distancing markers for lines waiting to enter. • Only parent and students will be allowed in small areas. Parents will be asked to have other children wait in cafeteria or outside. 	<ul style="list-style-type: none"> • All individuals that enter the school will be required to wear a mask. • Keep doors open to offices and put up appropriate signage to direct traffic effectively. 	<ul style="list-style-type: none"> • Custodial staff will sanitize entry and exit point doors frequently throughout the day.

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		(e.g., contact tracing, testing, symptom monitoring, self-isolation, etc.)	(e.g., group size, interaction with multiple groups, etc.)	(e.g., maintaining distance, close physical interaction, frequency of travel, etc.)	(e.g., face coverings, appropriate covering of sneeze/cough, reduce duration spent face-to-face, increase air flow, etc.)	(e.g., personal hygiene, physical space hygiene, personal protective equipment, etc.)
		doors for entry and exit. <ul style="list-style-type: none"> Designate entrance and exit points to the cafeteria to ensure that traffic moves the same way. 				

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		(e.g., contact tracing, testing, symptom monitoring, self-isolation, etc.)	(e.g., group size, interaction with multiple groups, etc.)	(e.g., maintaining distance, close physical interaction, frequency of travel, etc.)	(e.g., face coverings, appropriate covering of sneeze/cough, reduce duration spent face-to-face, increase air flow, etc.)	(e.g., personal hygiene, physical space hygiene, personal protective equipment, etc.)
Transportation	<ul style="list-style-type: none"> - Develop protocols for minimizing mixing of students from different households and regularly cleaning and disinfecting seats and other high-touch surfaces - Implement strategies to ensure driver safety - Face coverings for students, staff, other passengers; LEAs may make exceptions for unique student circumstances 	<ul style="list-style-type: none"> • District transportation will train bus drivers to monitor for students who try to board buses that may be exhibiting symptoms. • Students will be assigned buses as well as seats to maximize contact tracing capabilities if needed. 	<ul style="list-style-type: none"> • Students will only be allowed to ride the bus to which they are assigned. • Students and bus drivers will wear face masks. 	<ul style="list-style-type: none"> • Students will be spaced out on buses as much as possible. 	<ul style="list-style-type: none"> • Students will face front at all times. • Students and bus drivers will wear face coverings. Face shields may also be provided for bus drivers. 	<ul style="list-style-type: none"> • Seats will be cleaned and disinfected after each bus run. • Disinfecting crews will board buses each night, utilizing a chlorine-based disinfectant spray to thoroughly sanitize school buses.

Setting	State Requirement(s)	Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
		(e.g., contact tracing, testing, symptom monitoring, self-isolation, etc.)	(e.g., group size, interaction with multiple groups, etc.)	(e.g., maintaining distance, close physical interaction, frequency of travel, etc.)	(e.g., face coverings, appropriate covering of sneeze/cough, reduce duration spent face-to-face, increase air flow, etc.)	(e.g., personal hygiene, physical space hygiene, personal protective equipment, etc.)
Restrooms	<ul style="list-style-type: none"> - Provide education and display signage on proper hand hygiene - Create schedule for cleaning high-touch areas (e.g., faucets, paper towel dispensers, door handles) - Ensure PPE (gloves, masks) is available for staff providing support in restrooms, including custodians - Provide training for proper cleaning protocols for COVID-19 	<ul style="list-style-type: none"> • HHS will use electronic hall passes to monitor when a student leaves the classroom for restroom purposes. 	<ul style="list-style-type: none"> • Communications will provide signage for appropriate hygiene protocols for restrooms. • Restrooms will be monitored as much as possible to prevent congregating. • Facilities will train custodial staff on proper cleaning protocols. 	<ul style="list-style-type: none"> • Administrators and support staff will monitor restrooms to prevent congregating between class changes and at lunch. 	<ul style="list-style-type: none"> • Students will be required to wear masks in restrooms. 	<ul style="list-style-type: none"> • Custodians will check restrooms for proper soap and paper towels twice a day and will deep clean any restroom where a student has been sick that has been exhibiting symptoms. • District and school will provide PPE equipment for custodians who are cleaning restrooms. • All high touch points will be sanitized daily and disinfected two times per week.

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Cafeterias	<ul style="list-style-type: none"> - Mark spaced lines and designate serving line flow paths - Remove self-service salad bars and buffet - Student hand hygiene routines (i.e., hand washing or sanitizer) before and after meal services - Increase cleaning and disinfecting of high-touch areas 	<ul style="list-style-type: none"> • For contact tracing purposes, interview students to find out who they spent lunchtime with. With an open campus, we will not have assigned areas for lunch. 	<ul style="list-style-type: none"> • Utilize large spaces to alleviate congestion in the cafeteria (Commons, outside areas, allow students to spread out into 1st floor hallways). • Utilize disposable plates and utensils. • Students utilize water bottles. • No self-serve lines. Lunch choices will be limited to two different main items per day to increase how quickly students can be served. 	<ul style="list-style-type: none"> • Administration and other support staff will monitor students to help mitigate large gatherings from occurring and maintaining social distancing in large spaces. • Floor markings will be provided in the Cafeteria to keep students distanced. Certain tables will be removed and relocated to the Commons so that students are not close to individuals who are standing in line. 	<ul style="list-style-type: none"> • Students and cafeteria staff will wear face coverings when standing in line. 	<ul style="list-style-type: none"> • Hand sanitizing stations will be available at every line. Procedures will be set up for students to sanitize hands before getting their items and again when they enter their numbers into the system. • Cafeteria staff will continue to follow protocols for cleaning tables. • Custodial will disinfect and sanitize the cafeteria daily according to district protocols.

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Large Group Gatherings (e.g. assemblies, performances)	<ul style="list-style-type: none"> Ensure group gatherings are organized with health and safety principles in place and, as needed, in consultation with local health departments 	<ul style="list-style-type: none"> Train staff admitting individuals into larger gatherings to look for obvious symptoms. HHS will follow an alternative schedule to avoid large gatherings during non-instructional times. Assign seating areas (assemblies and sporting events) to assist with contact tracing. Utilize a digital ticketing system. Minimize occupancy 25% for all large gatherings Symptom check all workers at a particular event. 	<ul style="list-style-type: none"> Provide sanitation stations. Utilize an online ticketing system for performances and sporting events. Limit any type of congregating that could occur: Faculty meetings will be split up into two sessions. Review and follow board of health rules when serving food from concession booth. 	<ul style="list-style-type: none"> Limit the number of spectators at any given event by doing one of the following: <ul style="list-style-type: none"> Reducing the capacity of the venue to 25%. Sell/provide a limited number of tickets. Increasing the number of performances. Provide virtual access of events when feasible. Mark facilities to encourage physical distancing. 	<ul style="list-style-type: none"> Require all individuals at an event to wear a mask. 	<ul style="list-style-type: none"> Sanitize high touch surfaces frequently. Provide gloves or other PPE for gate workers. Review and follow board of health rules when serving food from concession booth.

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Unique Courses with Higher Risk of Spread	<ul style="list-style-type: none"> Identify courses that would be more at risk and make plans with support from local health departments (as needed) to mitigate the risks 	<ul style="list-style-type: none"> Courses are identified that will need specific procedures: PE, Choir, Foods, School Restaurant and Store, Band, Woods, Theater, Dance, Auto, Art Teachers utilize symptom trackers for all students participating in these programs. 	<ul style="list-style-type: none"> Teachers of these classes will assign groups of students to work together consistently throughout the quarter to assist with contact tracing. Split the class into groups so that only small portions of the class is involved in labs or activities that require close proximity to one another (i.e. foods labs, auto, woods, etc.) Have alternative assignments for students not utilizing machinery or equipment. Additional sanitation equipment or even tools could be provided to limit sharing of items between students. Specialty classes 	<ul style="list-style-type: none"> Utilize larger spaces for larger classes (i.e. auditorium for choir, choir room could be used for theater classes, etc.) These teachers will create a schedule of where their students will be to maximize physical distancing when possible. Teachers will assign students to work tables with social distancing optimized. PE, choir and band classes will utilize outdoor/large spaces as much as possible and choose activities that do not require as much full-on contact between students. 	<ul style="list-style-type: none"> Students and teachers will wear masks. In performing arts classes, a special "performance mask" will be purchased if available. 	<ul style="list-style-type: none"> Time will be provided in class to sanitize spaces and equipment as necessary. Sanitation stations will be made available in all areas, and students will be trained to use hand sanitizer frequently.

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			will follow district recommendations from those committees.			
Recess and Playground	- Ensure recess and playgrounds are managed with health and safety principles and requirements in place and, as needed, in consultation with local health departments	- Not applicable.	-	-	-	-

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Special Education, Related Services, or School Counseling (e.g. School Psychologist, Speech Language Pathologist, etc.)	<ul style="list-style-type: none"> - Provide plexiglass, face shields, and/or auxiliary aids for one-on-one close contact to ensure students with disabilities have equal access to information - Offer reasonable accommodations for students who are unable to wear face coverings in settings where it is required for other students 	<ul style="list-style-type: none"> • Schedules will be completed so that administrators can determine who was with which students and for how long. 	<ul style="list-style-type: none"> • Those offering group services will need to keep the groups the same and keep a record of who is receiving services and when. Careful attendance must be taken. 	<ul style="list-style-type: none"> • As Special Education classes may be smaller, physical distancing should be maintained whenever possible. 	<ul style="list-style-type: none"> • Students and teachers will be required to wear masks. • When one-on-one assistance and instruction is given, face shields and/or plexiglass may be provided to create additional barriers to safely deliver services. 	<ul style="list-style-type: none"> • Sanitation procedures and materials will be provided so that items can be properly sanitized between use.