



OPERATIONAL BLUEPRINT FOR SCHOOL REENTRY 2020-21

Updated 12/7/2020

Under ODE’s **Ready Schools, Safe Learners** guidance, each school¹ has been directed to submit a plan to the district² in order to provide on-site and/or hybrid instruction. Districts must submit each school’s plan to the local school board and make the plans available to the public. This form is to be used to document a district’s, school’s or program’s plan to ensure students can return for the 2020-21 school year, in some form, in accordance with Executive Order 20-25(10). Schools must use the [Ready Schools, Safe Learners guidance](#) document as they complete their Operational Blueprint for Reentry. ODE recommends plan development be inclusive of, but not limited to, school-based administrators, teachers and school staff, health and nursing staff, association leadership, nutrition services, transportation services, tribal consultation,³ parents and others for purposes of providing expertise, developing broad understanding of the health protocols and carrying out plan implementation.

1. Please fill out information:

SCHOOL/DISTRICT/PROGRAM INFORMATION	
Name of School, District or Program	Santiam Elementary School
Key Contact Person for this Plan	Margo Williams
Phone Number of this Person	(503) 897-2368 Ext 101
Email Address of this Person	Margo.williams@santiam.k12.or.us
Sectors and position titles of those who informed the plan	Jenny Longfellow 2 nd Grade Teacher Connie Brown K teacher and OEA Rep Todd Miller Superintendent Jason Henry LRC Teacher Ken Allison Counselor Alex Nalivaiko Special Education Teacher Jennifer Jechart 1 st Grade Teacher Abigail Darby 4 th Grade Teacher Margo Williams Principal Amber Tinney District Nurse and CTE Teacher
Local public health office(s) or officers(s)	Neva Anderson Linn Co. Oregon Health Authority
Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	Margo Williams, Principal
Intended Effective Dates for this Plan	Jan. 11, 2021
ESD Region	Linn Benton Lincoln ESD

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

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

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

- 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.

Striving for equity and keeping our community voice throughout this process has been integral to our planning. Our staff have kept the community in the forefront of this plan for the 2020-21 school year. Results from parent survey that was sent to our community on June 9th and June 11th. Similarly, staff survey was sent on June 12th, 2020. Results of those surveys were reviewed by administrative team the following Tuesday and again with a teacher group on June 24th, 2020. Throughout the community and staff survey results, there was a high preference for in-person learning for our full school week (which for Santiam has always been a four- day week). Additionally there will continue to be opportunity to engage the community throughout July and August of 2020 to solicit input as guidance changes. We have discussed offering students/families the opportunity for distance learning in addition to on site in person learning. Among our student population(s) at our Santiam Elementary school are

- High Risk health
- 50.32% of SES students eligible for free and reduced lunch
- 13.5% of students eligible for special education services
- 2% of students eligible for English Language Learners services
- 4.4% of students that require accommodations with 504 plans
- .5% of students identifying as students of color
- 2.8% of students who experience homeless and foster care
- .3% of families with limited or no internet/devices

Multiple surveys and enrollments for in person have been collected throughout December 2020.

- Indicate which instructional model will be used.

Select One:

- On-Site Learning
 Hybrid Learning
 Comprehensive Distance Learning

- 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).
- 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 3-19 in the initial template) and [submit online](https://app.smartsheet.com/b/form/a4dedb5185d94966b1dff75e4874c8a). (<https://app.smartsheet.com/b/form/a4dedb5185d94966b1dff75e4874c8a>) 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. For Private Schools, completing this section is optional (not required). Schools providing On-Site or Hybrid Instructional Models do not need to complete this section.

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

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

Describe the school's plan, including the anticipated timeline, for returning to Hybrid Learning or On-Site Learning consistent with the *Ready Schools, Safe Learners* guidance.

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

ESSENTIAL REQUIREMENTS FOR HYBRID / ON-SITE OPERATIONAL BLUEPRINT

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

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



0. Health Metrics for Returning to In-Person Instruction

OPERATING WITHIN THE GENERAL METRICS

- The school meets eligibility for the "Safe Harbor Clause" as they were operating with in-person instruction in compliance with previous metrics, including under any prior exceptions. *Unless operating under an exception in section 0d of the **Ready Schools, Safe Learners** guidance, if the school is located in a county with metrics in the "Distance Learning" column of the metrics chart, then the school must transition to distance learning by January 4, 2021.*
- The school currently meets the General Metrics to successfully reopen for in-person instruction in an On-Site or Hybrid (On-Site and Distance Learning) model. *If this box cannot yet be checked, the school must return to Comprehensive Distance Learning but may be able to provide some in-person instruction through the exceptions noted below.*

EXCEPTIONS FOR SPECIFIC IN-PERSON INSTRUCTION WHERE REQUIRED CONDITIONS ARE MET

- The school currently meets the criteria required to provide limited in-person instruction (LIPI) for specific groups of students (see section 0d(1) of the **Ready Schools, Safe Learners** guidance).
- The school is small and remote (enrollment ≤ 75) and the LPHA has established that the school currently meets the criteria required for small remote schools (see section 0d(2) of the **Ready Schools, Safe Learners** guidance).
- The school currently meets the conditions required for to provide in-person instruction under the low population density, large population county exception (see section 0d(3) of the **Ready Schools, Safe Learners** guidance).
- The school is eligible for an emergency waiver for in-person instruction due to the impact of wildfires (see section 0d(4) of the **Ready Schools, Safe Learners** guidance).



1. Public Health Protocols

1a. COMMUNICABLE DISEASE MANAGEMENT PLAN FOR COVID-19

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"><input checked="" type="checkbox"/> Implement measures to limit the spread of COVID-19 within the school setting.<input checked="" type="checkbox"/> Update written Communicable Disease Management Plan to specifically address the prevention of the spread of COVID-19. Examples are located in the Oregon School Nurses Association (OSNA) COVID-19 Toolkit.<input checked="" type="checkbox"/> Designate a person at each school to establish, implement and enforce physical distancing requirements, consistent with this guidance and other guidance from OHA.<input checked="" type="checkbox"/> Include names of the LPHA staff, school nurses, and other medical experts who provided support and resources to the district/school policies and plans. Review relevant local, state, and national evidence to inform plan.<input checked="" type="checkbox"/> Process and procedures established to train all staff in sections 1 - 3 of the Ready Schools, Safe Learners guidance. Consider conducting the training virtually, or, if in-person, ensure physical distancing is maintained to the maximum extent possible.<input checked="" type="checkbox"/> Protocol to notify the local public health authority (LPHA Directory by County) of any confirmed COVID-19 cases among students or staff.<input checked="" type="checkbox"/> Plans for systematic disinfection of classrooms, offices, bathrooms and activity areas.<input checked="" type="checkbox"/> Process to report to the LPHA any cluster of any illness among staff or students.<input checked="" type="checkbox"/> Protocol to cooperate with the LPHA recommendations.<input checked="" type="checkbox"/> Provide all logs and information to the LPHA in a timely manner.<input checked="" type="checkbox"/> Protocol for screening students and staff for symptoms (see section 1f of the Ready Schools, Safe Learners guidance).<input checked="" type="checkbox"/> Protocol to isolate any ill or exposed persons from physical contact with others.<input checked="" type="checkbox"/> Protocol for communicating potential COVID-19 cases to the school community and other stakeholders (see section 1e of the Ready Schools, Safe Learners guidance).<input checked="" type="checkbox"/> Create a system for maintaining daily logs for each student/cohort for the purposes of contact tracing. This system needs to be made in consultation with a school/district nurse or an LPHA official. Sample logs are available as a part of the Oregon School Nurses Association COVID-19 Toolkit.<ul style="list-style-type: none">• If a student(s) is part of a stable cohort (a group of students that are consistently in contact with each other or in multiple cohort groups) that conform to the requirements of cohorting (see section 1d of the Ready Schools, Safe Learners guidance), the daily log may be maintained for the cohort.• If a student(s) is not part of a stable cohort, then an individual student log must be maintained.<input checked="" type="checkbox"/> Required components of individual daily student/cohort logs include:<ul style="list-style-type: none">• Child's name• Drop off/pick up time• Parent/guardian name and emergency contact information• All staff (including itinerant staff, district staff, substitutes, and guest teachers) names and phone numbers who interact with a stable cohort or individual student	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Protocol to record/keep daily logs to be used for contact tracing for a minimum of four weeks to assist the LPHA as needed. ☒ Process to ensure that all itinerant and all district staff (maintenance, administrative, delivery, nutrition, and any other staff) who move between buildings keep a log or calendar with a running four-week history of their time in each school building and who they were in contact with at each site. ☒ Process to ensure that the school reports to and consults with the LPHA regarding cleaning and possible classroom or program closure if anyone who has entered school is diagnosed with COVID-19. ☒ Designate a staff member and process to ensure that the school provides updated information regarding current instructional models and student counts and reports these data in ODE's COVID-19 Weekly School Status system. ☒ Protocol to respond to potential outbreaks (see section 3 of the <i>Ready Schools, Safe Learners</i> guidance). 	

1b. HIGH-RISK POPULATIONS

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>☒ 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>Medically Fragile, Complex and Nursing-Dependent Student Requirements</p> <p>☒ All districts must account for students who have health conditions that require additional nursing services. Oregon law (ORS 336.201) defines three levels of severity related to required nursing services:</p> <ol style="list-style-type: none"> 1. Medically Complex: Are students who may have an unstable health condition and who may require daily professional nursing services. 2. Medically Fragile: Are students who may have a life-threatening health condition and who may require immediate professional nursing services. 3. Nursing-Dependent: Are students who have an unstable or life-threatening health condition and who require daily, direct, and continuous professional nursing services. <p>☒ Staff and school administrators, in partnership with school nurses, or other school health providers, should work with interdisciplinary teams to address individual student needs. The school registered nurse (RN) is responsible for nursing care provided to individual students as outlined in ODE guidance and state law:</p> <ul style="list-style-type: none"> • Communicate with parents and health care providers to determine return to school status and current needs of the student. • Coordinate and update other health services the student may be receiving in addition to nursing services. This may include speech language pathology, occupational therapy, physical therapy, as well as behavioral and mental health services. • Modify Health Management Plans, Care Plans, IEPs, or 504 or other student-level medical plans, as indicated, to address current health care considerations. • The RN practicing in the school setting should be supported to remain up to date on current guidelines and access professional support such as evidence-based resources from the Oregon School Nurses Association. • Service provision should consider health and safety as well as legal standards. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below.</p> <p>1) All staff and students given the opportunity to self-identify as vulnerable or living with a vulnerable family member.</p> <p>Students:</p> <ul style="list-style-type: none"> • All students identified as vulnerable either by physician or parent/guardian notification, will be offered on-site or distance learning instruction with weekly check in's. • ALL Students with disabilities will be provided specially designed instruction as outlined in their IEP • Students with English Language Services will be provided their language services. • <p>SES has developed a list of students that meet these criteria and work with the nurse to provide supports to meet their needs as well as provide families with increased communication around the supports.</p> <p>Visitor/Volunteers: Will be unable to work in schools, or complete in person volunteer activities at this time. Adults in schools are limited to essential personnel only.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • Appropriate medical-grade personal protective equipment (PPE) should be made available to nurses and other health providers. • Work with an interdisciplinary team to meet requirements of ADA and FAPE. • High-risk individuals may meet criteria for exclusion during a local health crisis. • Refer to updated state and national guidance and resources such as: <ul style="list-style-type: none"> ○ U.S. Department of Education Supplemental Fact Sheet: Addressing the Risk of COVID-19 in Preschool, Elementary and Secondary Schools While Serving Children with Disabilities from March 21, 2020. ○ ODE guidance updates for Special Education. Example from March 11, 2020. ○ OAR 581-015-2000 Special Education, requires districts to provide ‘school health services and school nurse services’ as part of the ‘related services’ in order ‘to assist a child with a disability to benefit from special education.’ ○ OAR 333-019-0010 Public Health: Investigation and Control of Diseases: General Powers and Responsibilities, outlines authority and responsibilities for school exclusion. 	

1c. PHYSICAL DISTANCING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> Support physical distancing in all daily activities and instruction, maintaining six feet between individuals to the maximum extent possible. <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> 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). <input checked="" type="checkbox"/> Plan for students who will need additional support in learning how to maintain physical distancing requirements. Provide instruction; don't employ punitive discipline. <input checked="" type="checkbox"/> Staff must maintain physical distancing during all staff meetings and conferences, or consider remote web-based meetings. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <p>SES will:</p> <ul style="list-style-type: none"> • Remove extra non-attached furniture to make more room • Removing fabric covered furniture or covering the furniture with pleather that can be easily cleaned or decommission rope off any such usage of cloth covered furniture. • Assign seats, set up classrooms with single person use desks, and follow a classroom layout that would maximize physical distancing and minimize physical interaction. • Repurpose spaces to create instructional space for different cohorts <p>As of January 2021, our projected enrollment is 225</p> <p>Distance Learning: will be used from day one in the form of CANVAS for all students. Students will be taught in person and taught how to navigate Google Classroom as well as those person(s) who choose this as their preferred option of instruction/learning.</p> <p>Kindergarten (KG) There will be two KG classrooms. The space was measured to have a maximum capacity that will be displayed. One kindergarten classroom was measured 999 sqft with a maximum capacity of 28 (2 adults and 26 students). The second classroom was measured to be 783 sqft with</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
	<p>maximum capacity for 22 people (2 adults and 20 students) Each class will be split up to allow for the maximum capacity to support physical distancing requirements, with one teacher per class responsible for overall instruction. An instructional assistant will support both kindergarten classes (IA), both to provide instructional support, cleaning, visual screenings, and in order to support and encourage physical distancing.</p> <p>1st grade classrooms There will be two first grade classrooms. The space was measured for a maximum capacity that will be displayed. One classroom measured 810 sqft, with a maximum capacity of 23 people (2 adults and 21 students). The other first grade classroom measured 783 sq foot, with a maximum capacity of 22 people (2 adults and 20 students). We will develop class cohorts to meet those numbers. An Instructional Assistant (IA) will support both first grade classrooms, to provide instructional support, cleaning, and visual screenings and to support and encourage physical distancing.</p> <p><i>Should we reach a capacity issue with the 35 sq foot we would hire for a few blended classrooms. 1-2 blend would be one. Such. We will not start with this at this time unless needed.</i></p> <p>1-2 blended classroom SES will have one first/second grade blended classroom to support the projected number of students for the 2020-21 school year. This classroom with have a few first and a few 2nd graders taught by one certified teacher. This classroom was measured to have 439 sq ft with a maximum capacity for 12 people (2 adults and 10 students). An instructional assistant would be used to support classroom instruction, and support cleaning, visual screenings and encourage physical distancing.</p> <p>2nd grade classrooms SES will have two, second grade classrooms and a teacher for each classroom. One classroom measured 864 sq ft with a maximum capacity of 24 people (2 adults and 22 students). The other classroom measured 812 sqft, with a maximum capacity of 23 people (2 adults 21 students). The grade level will be assigned an instructional assistant to support cleaning, visual screenings, support classroom instruction, and encourage physical distancing.</p> <p>3rd grade classrooms SES will have two, third grade classrooms. Two separate teachers will support two third grade classrooms. Each classroom measures at 783 sqft, with a maximum capacity for 22 people each. This means each class would support 2 adults and 20 students. An instructional assistant (IA) will be assigned to the grade level to support instruction, duties, and cleaning, visual screenings and encourage physical distancing.</p> <p><i>Should we reach a capacity issue with the 35 sq foot we would hire for a few blended classrooms. 3-4 blend would be one. Such. We will not start with this at this time unless needed.</i></p> <p>3-4 blended classroom SES will have one third-fourth grade blended classroom. One teacher will provide instruction for this classroom. The room used for this classroom measured 812 sqft, a maximum capacity for 23 people. This would accommodate 2 adults and 21 students. An instructional assistant will be assigned to support this room for instruction, duties, and visual screenings and to encourage physical distancing.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
	<p>4th grade classroom(s) SES will have two fourth grade classrooms. One classroom measures 934 sqft, with a maximum capacity for 26 people. This will have room for 2 adults and 24 students. The other 4th grade classroom measures 812 sqft, with a maximum capacity for 23 people. This will have room for 2 adults and 21 students. An instructional assistant will be assigned to help support the grade level with cleaning, instruction, duties and visual screenings and encourage physical distancing.</p> <p>5th grade classroom(s) (Modular) SES will have two fifth grade classrooms. These will be located in our modular. Each modular room is equipped with an individual bathroom for that cohorts use. Both classrooms measure 891 sqft with a maximum capacity for 25 people. Each classroom will have room for 2 adults and 23 students. An instructional assistant may be assigned to complete cleaning, visual screenings, instruction, duties and encourage physical distancing.</p> <p>LRC Special Education classroom Though special education services may be provided through an itinerate model of going to the general classroom cohort, establishing special education cohorts, and/or through google classroom but will be at the discretion of the IEP team. This classroom does have capacity for a special education cohort(s). The classroom measures at 812 sqft and will have a maximum capacity of 23 people. Should multiple cohorts be assigned there will be increased sanitization and use of PPE to mitigate as well as contact daily logs used.</p> <p>LSC Special Education Classroom The life skills classroom measures at 483 sqft, with a maximum capacity for 13 people. 2 adults and 10 children at the most will be educated in this room.</p> <p>Additional considerations Special education services will be planned by the Case Manager. SDI may be provided in a co-teaching itinerate (going to stable cohorts) model with special education and general education staff. Services may be delivered in a special education cohort and/or via google classroom instruction. This will help keep cohorts stable and encourage the maintenance of maximum room capacity as well as encourage physical distancing requirements. If physical distancing requirements cannot be met with direct services, the IEP team will convene to consider next steps. This may include creating a special education cohort to work in the LRC classroom where physical distancing requirements can be met.</p> <p>Itinerant Music SES will provide music instruction with scheduled rotations into classrooms. There will be limited use of all band instruments with cleaning between cohorts. Choir activities are limited of conducted outside with at least 12 feet between students. The music teacher will be required to handwashing/sanitize upon entry and exit of each cohort room and wear proper PPE as well as sanitize any instruments that are used.</p> <p>PE instruction SES will schedule PE classes in the gymnasium, outside or in classrooms with cohort groups to provide enough time for cleaning and sanitization between groups if using common spaces. Stable cohorts will have PE in two consecutive days to help with sanitization. Equipment will be assigned to each cohort for use and will be sanitized frequently.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
	<p>Speech Language Pathologist</p> <p>Speech and Language services may be provided in a variety of formats and should be considered. These include but are not limited to in-class/mobile instruction to maintain stable cohorts. Short pull out 1:1 or small group services from the same cohort in a room nearby the cohort classroom for instruction. The SLP will be provided with face shields or plexiglass proper PPE for their instruction.</p>

1d. COHORTING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Where feasible, establish stable cohorts: groups shall be no larger than can be accommodated by the space available to provide 35 square feet per person, including staff. <ul style="list-style-type: none"> • The smaller the cohort, the less risk of spreading disease. As cohort groups increase in size, the risk of spreading disease increases. <input checked="" type="checkbox"/> 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 must plan to limit cohort sizes to allow for efficient contact-tracing and minimal risk for exposure. Cohorts may change week-to-week, but must be stable within the educational week. <input checked="" type="checkbox"/> Each school must have a system for daily logs to ensure contact tracing among the cohort (see section 1a of the Ready Schools, Safe Learners guidance). <input checked="" type="checkbox"/> Minimize interaction between students in different stable cohorts (e.g., access to restrooms, activities, common areas). Provide access to All Gender/Gender Neutral restrooms. <input checked="" type="checkbox"/> Cleaning and disinfecting surfaces (e.g., desks, door handles, etc.) must be maintained between multiple student uses, even in the same cohort. <input checked="" type="checkbox"/> Design cohorts such that all students (including those protected under ADA and IDEA) maintain access to general education, grade-level academic content standards, and peers. <input checked="" type="checkbox"/> Staff who interact with multiple stable cohorts must wash/sanitize their hands between interactions with different stable cohorts. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <p>Stable cohorts identified below to ensure capability for contact tracing.</p> <p>1) Transportation Cohort</p> <ul style="list-style-type: none"> * Stable group of students each day * Stable group can be varied by AM/PM routes * Updated contact tracing logs are required for each run of a route. <p>2) Each classroom is considered a cohort KG-5th grade</p> <ul style="list-style-type: none"> • These classroom grade level cohorts are maintain throughout the year and for each special area (i.e Music, PE) <p>3) Speech and Language Cohort</p> <ul style="list-style-type: none"> • This stable group is maintained as much as possible. Note in the event the stable cohort is changed, the SLP will need to update the contact tracing log. <p>4) Special Education Cohort</p> <ul style="list-style-type: none"> • This stable group is maintained as much as possible. Note in the event the stable cohort is changed, the Casemanager will need to update the contact tracing log. <p>PLEASE NOTE: Due to instruction model of services providing instruction in the cohorts' classroom with adults moving to the students (limiting student transitions), there is not a need for cohorts in Music, EL services, PE and with Special Education services to the extent possible (unless the need arises through the IEP eligibility process).</p> <p>RECESS COHORTS: are defined as one classroom cohort (e.g. Ms. Brown's KG Classroom) In addition to the scheduled for recess occurring one class cohort at a time, the custodial staff will be sanitizing playground equipment between cohorts 15 minutes worth of time with virex spay.</p>

1e. PUBLIC HEALTH COMMUNICATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> 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. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Develop protocols for communicating with students, families and staff who have come into close contact with a person who has COVID-19. <ul style="list-style-type: none"> • The definition of exposure is being within 6 feet of a person who has COVID-19 for at least 15 cumulative minutes in a day. ☒ Develop protocols for communicating immediately with staff, families, and the school community when a new case(s) of COVID-19 is diagnosed in students or staff members, including a description of how the school or district is responding. ☒ Provide all information in languages and formats accessible to the school community. 	<p>Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans.</p>

1f. ENTRY AND SCREENING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ 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"> • Primary symptoms of concern: cough, fever (temperature of 100.4°F or higher) or chills, shortness of breath, difficulty breathing, or new loss of taste or smell. • Note that muscle pain, headache, sore throat, diarrhea, nausea, vomiting, <i>new</i> nasal congestion, and runny nose are also symptoms often associated with COVID-19. More information about COVID-19 symptoms is available from CDC. • In addition to COVID-19 symptoms, students must be excluded from school for signs of other infectious diseases, per existing school policy and protocols. See pages 9-11 of OHA/ODE Communicable Disease Guidance for Schools. • Emergency signs that require immediate medical attention: <ul style="list-style-type: none"> ○ Trouble breathing ○ Persistent pain or pressure in the chest ○ New confusion or inability to awaken ○ Bluish lips or face (lighter skin); greyish lips or face (darker skin) ○ Other severe symptoms ☒ 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. <ul style="list-style-type: none"> • Anyone displaying or reporting the primary symptoms of concern must be isolated (see section 1i of the Ready Schools, Safe Learners guidance) and sent home as soon as possible. See table "Planning for COVID-19 Scenarios in Schools." • Additional guidance for nurses and health staff. ☒ Follow LPHA advice on restricting from school any student or staff known to have been exposed (e.g., by a household member) to COVID-19. See table "Planning for COVID-19 Scenarios in Schools." ☒ Staff or students with a chronic or baseline cough that has worsened or is not well-controlled with medication must be excluded from school. Do not exclude staff or students who have other symptoms that are chronic or baseline symptoms (e.g., asthma, allergies, etc.) from school. ☒ 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>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <p>Screening Students:</p> <ul style="list-style-type: none"> • All classes with outside doors will utilize this entrance for entering and exiting the school. The classroom teacher or assigned instructional assistant will conduct a visual screen for the appearance of symptoms. • Classes in the middle of the building or upstairs will be assigned an exterior main or side door. There will be a staff member assigned to conduct a visual screening for symptoms. • When screening indicates that a student may be symptomatic, the student will be directed to the office *following an established protocol in the communicable disease plan (see section 1a). • Handwashing stations are located in every classroom that has one located in sided them or hand sanitizer stations will be placed by each entrance prior to student entrances to classes, or students will utilize classroom stations to wash hands. • There are transportation specific screening protocols that must be followed (see section 2i for more information). <p>Screening Staff</p> <ul style="list-style-type: none"> • Staff are required to report when they have been exposed to COVID 19 • Staff are required to report when they have symptoms related to COVID 19 • Staff members are not responsible for screening other staff members for symptoms. <p>Ongoing:</p> <p>Reminders to parents will be provided to report actual symptoms when calling students in sick or as part of the communicable disease plan/surveillance. Any student or staff known to have been exposed (e.g., by a household member) to COVID-19 shall not be allowed on campus until the passage of 14 calendar days after exposure and until symptoms (e.g., fever, cough, shortness of breath, sore throat, headache) are improving.</p> <p>DO NOT exclude staff or students who have a cough that is not a new onset or worsening cough (eg. Asthma, allergies, Etc.) from school</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
	Parents/guardians can provide information regarding existing conditions that cause coughing to be utilized for the purpose of screening as previously existing coughs that are not worsening are not considered symptomatic of COVID-19.

1g. VISITORS/VOLUNTEERS

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Restrict non-essential visitors/volunteers. <ul style="list-style-type: none"> • Examples of essential visitors include: DHS Child Protective Services, Law Enforcement, etc. • Examples of non-essential visitors/volunteers include: Parent Teacher Association (PTA), classroom volunteers, etc. <input checked="" type="checkbox"/> Screen all visitors/volunteers for symptoms upon every entry. Restrict from school property any visitor known to have been exposed to COVID-19. See table "Planning for COVID-19 Scenarios in Schools." <input checked="" type="checkbox"/> Visitors/volunteers must wash or sanitize their hands upon entry and exit. <input checked="" type="checkbox"/> Visitors/volunteers must maintain six-foot distancing, wear face coverings, and adhere to all other provisions of this guidance. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <ul style="list-style-type: none"> • Visitors/Volunteers will be unable to work in schools, or complete other in person activities at this time. Adults in schools are limited to essential personnel only.

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Face coverings or face shields for all staff, contractors, other service providers, visitors or volunteers following CDC guidelines for Face Coverings. Individuals may remove their face coverings while working alone in private offices. Face shields are an acceptable alternative when a person has a medical condition that prevents them from wearing a mask or face covering, when people need to see mouth and tongue motions in order to communicate, or when an individual is speaking to an audience for a short period of time and clear communication is otherwise not possible. <input checked="" type="checkbox"/> Face coverings or face shields for all students in grades Kindergarten and up following CDC guidelines for Face Coverings. Face shields are an acceptable alternative when a student has a medical condition that prevents them from wearing a mask or face covering, or when people need to see the student's mouth and tongue motions in order to communicate. <input checked="" type="checkbox"/> Face coverings should be worn both indoors and outdoors, including during outdoor recess. <input checked="" type="checkbox"/> Group mask breaks" or "full classroom mask breaks" are not allowed. If a student removes a face covering, or demonstrates a need to remove the face covering for a short-period of time: <ul style="list-style-type: none"> • Provide space away from peers while the face covering is removed. In the classroom setting, an example could be a designated chair where a student can sit and take a 15 minute "sensory break;" <ul style="list-style-type: none"> ○ Students must not be left alone or unsupervised; ○ Designated area or chair must be appropriately distanced from other students and of a material that is easily wiped down for disinfection after each use; • Provide additional instructional supports to effectively wear a face covering; • Provide students adequate support to re-engage in safely wearing a face covering; • Students cannot be discriminated against or disciplined for an inability to safely wear a face covering during the school day. <input checked="" type="checkbox"/> Face masks for school RNs or other medical personnel when providing direct contact care and monitoring of staff/students displaying symptoms. School nurses shall also wear appropriate Personal Protective Equipment (PPE) for their role. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <p>Facial Shields</p> <p>Facial shields are required and will be provided for:</p> <ul style="list-style-type: none"> • Speech Language Pathologist and those staff providing articulation instruction and any staff that request use of one. • Front Office Staff • All Staff sustaining close contact, and interactions with students. <p>Facial Coverings:</p> <p>Facial coverings are not synonymous with facemasks.</p> <p>Facial coverings are required and will be provided for:</p> <ul style="list-style-type: none"> • Food service staff/ those staff preparing and serving meals • All staff <p>Facial Coverings are required for those who work within multiple cohorts such as: PE, MUSIC, Instructional Aides, and Special Education Staff.</p> <p>Facial coverings are required for All Staff</p> <p>Facial coverings are NOT recommended for:</p> <ul style="list-style-type: none"> • Children under the age of 5; but recommended • All children in the K-5 setting are REQUIRED to wear face coverings. • Children of any age should not wear a face covering; <ul style="list-style-type: none"> - If they have a medical condition that makes it difficult to breathe with a face covering

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> • Additional guidance for nurses and health staff. <p>Protections under the ADA or IDEA:</p> <ul style="list-style-type: none"> ☒ If any student requires an accommodation to meet the requirement for face coverings, districts and schools must limit the student's proximity to students and staff to the extent possible to minimize the possibility of exposure. Appropriate accommodations could include: <ul style="list-style-type: none"> • Offering different types of face coverings and face shields that may meet the needs of the student. • Spaces away from peers while the face covering is removed; students must not be left alone or unsupervised. • Short periods of the educational day that do not include wearing the face covering, while following the other health strategies to reduce the spread of disease. • Additional instructional supports to effectively wear a face covering. ☒ For students with existing medical conditions and a physician's orders to not wear face coverings, or other health related concerns, schools/districts must not deny any in-person instruction. ☒ Schools and districts must comply with the established IEP/504 plan prior to the closure of in-person instruction in March of 2020, or the current plan in effect for the student if appropriately developed after March of 2020. <ul style="list-style-type: none"> • If a student eligible for, or receiving services under a 504/IEP, cannot wear a face covering due to the nature of the disability, the school or district must: <ol style="list-style-type: none"> 1. Review the 504/IEP to ensure access to instruction in a manner comparable to what was originally established in the student's plan including on-site instruction with accommodations or adjustments. 2. Not make placement determinations solely on the inability to wear a face covering. 3. Include updates to accommodations and modifications to support students in plans. • For students protected under ADA/IDEA, who abstain from wearing a face covering, or students whose families determine the student will not wear a face covering, the school or district must: <ol style="list-style-type: none"> 1. Review the 504/IEP to ensure access to instruction in a manner comparable to what was originally established in the student's plan. 2. The team must determine that the disability is not prohibiting the student from meeting the requirement. <ul style="list-style-type: none"> • If the team determines that the disability is prohibiting the student from meeting the requirement, follow the requirements for students eligible for, or receiving services under, a 504/IEP who cannot wear a face covering due to the nature of the disability, • If a student's 504/IEP plan included supports/goals/instruction for behavior or social emotional learning, the school team must evaluate the student's plan prior to providing instruction through Comprehensive Distance Learning. 3. Hold a 504/IEP meeting to determine equitable access to educational opportunities which may include limited in-person instruction, on-site instruction with accommodations, or Comprehensive Distance Learning. ☒ For students not currently served under an IEP or 504, districts must consider whether or not student inability to consistently wear a face covering or face shield as required is due to a 	<ul style="list-style-type: none"> - If they experience a disability that prevents them from wearing a face covering - They are unable to remove the face covering independently; <p>or</p> <ul style="list-style-type: none"> - While sleeping • Face coverings are required for use by children and should never prohibit or prevent access to instruction or activities.

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

1i. ISOLATION AND QUARANTINE

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Protocols for exclusion and isolation for sick students and staff whether identified at the time of bus pick-up, arrival to school, or at any time during the school day.</p> <p><input checked="" type="checkbox"/> Protocols for screening students, as well as exclusion and isolation protocols for sick students and staff identified at the time of arrival or during the school day.</p> <ul style="list-style-type: none"> • Work with school nurses, health care providers, or other staff with expertise to determine necessary modifications to areas where staff/students will be isolated. If two students present COVID-19 symptoms at the same time, they must be isolated at once. If separate rooms are not available, ensure that six feet distance is maintained. Do not assume they have the same illness. • Consider required physical arrangements to reduce risk of disease transmission. • Plan for the needs of generally well students who need medication or routine treatment, as well as students who may show signs of illness. • Additional guidance for nurses and health staff for providing care to students with complex needs. <p><input checked="" type="checkbox"/> Students and staff who report or develop symptoms must be isolated in a designated isolation area in the school, with adequate space and staff supervision and symptom monitoring by a school nurse, other school-based health care provider or school staff until they are able to go home. Anyone providing supervision and symptom monitoring must wear appropriate face covering or face shields.</p> <ul style="list-style-type: none"> • School nurse and health staff in close contact with symptomatic individuals (less than 6 feet) must wear a medical-grade face mask. Other Personal Protective Equipment (PPE) may be needed depending on symptoms and care provided. Consult a nurse or health care professional regarding appropriate use of PPE. Any PPE used during care of a symptomatic individual must be properly removed and disposed of prior to exiting the care space. • After removing PPE, hands shall be immediately cleaned with soap and water for at least 20 seconds. If soap and water are not available, hands can be cleaned with an alcohol-based hand sanitizer that contains 60-95% alcohol. • If able to do so safely, a symptomatic individual shall wear a face covering. • To reduce fear, anxiety, or shame related to isolation, provide a clear explanation of procedures, including use of PPE and handwashing. <p><input checked="" type="checkbox"/> Establish procedures for safely transporting anyone who is sick to their home or to a health care facility.</p> <p><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. Refer to table in "Planning for COVID-19 Scenarios in Schools."</p>	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <ul style="list-style-type: none"> • Follow the districts communicable disease management plan for appropriate isolation measures and procedures. • Each school principal (or designee) will connect weekly with school nurse on updates for plan and isolation measures taken to that point. • All students who become ill at school with excludable symptoms will remain at school supervised by staff until parents can pick them up in the designated isolation areas. Student will be provided a facial covering and maintain physical distancing but never leave a student unattended. • It is critical staff maintain composure and disposition so as to not unduly worry a student or family • Staff will comply and maintain will confidentiality as appropriate • Daily logs will be maintained containing the following information <ul style="list-style-type: none"> - Name of student sent home for illness, cause of illness, time of onset, as stipulated in our district communicable disease surveillance logs; and - Name of students visiting the office for illness symptoms, even if not sent home, as per routine health logs

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Involve school nurses, School Based Health Centers, or staff with related experience (Occupational or Physical Therapists) in development of protocols and assessment of symptoms (where staffing exists). <input checked="" type="checkbox"/> Record and monitor the students and staff being isolated or sent home for the LPHA review.	



2. Facilities and School Operations

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

2a. ENROLLMENT

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Enroll all students (including foreign exchange students) following the standard Oregon Department of Education guidelines. <input checked="" type="checkbox"/> The temporary suspension of the 10-day drop rule does not change the rules for the initial enrollment date for students: <ul style="list-style-type: none"> • The ADM enrollment date for a student is the first day of the student’s actual attendance. • A student with fewer than 10 days of absence at the beginning of the school year may be counted in membership prior to the first day of attendance, but not prior to the first calendar day of the school year. • If a student does not attend during the first 10 session days of school, the student’s ADM enrollment date must reflect the student’s actual first day of attendance. • Students who were anticipated to be enrolled, but who do not attend at any time must not be enrolled and submitted in ADM. <input checked="" type="checkbox"/> If a student has stopped attending for 10 or more days, districts must continue to try to engage the student. At a minimum, districts must attempt to contact these students and their families weekly to either encourage attendance or receive confirmation that the student has transferred or has withdrawn from school. This includes students who were scheduled to start the school year, but who have not yet attended. <input checked="" type="checkbox"/> When enrolling a student from another school, schools must request documentation from the prior school within 10 days of enrollment per OAR 581-021-0255 to make all parties aware of the transfer. Documentation obtained directly from the family does not relieve the school of this responsibility. After receiving documentation from another school that a student has enrolled, drop that student from your roll. <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. <input checked="" type="checkbox"/> When a student has a pre-excused absence or COVID-19 absence, the school district must reach out to offer support at least weekly until the student has resumed their education. <input checked="" type="checkbox"/> When a student is absent beyond 10 days and meets the criteria for continued enrollment due to the temporary suspension of the	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <p>All students will be enrolled following Oregon Department of Education guidelines</p> <ul style="list-style-type: none"> • No student will be dropped for non-attendance if they meet the following conditions: <ul style="list-style-type: none"> - Are identified as vulnerable, or otherwise considered to be part of a population vulnerable to infection with COVID-19 - Have COVID-19 symptoms for the past 14 days. <p>SES has practices and procedures through attendance team to track attendance daily and weekly for those students Present In Person and Contact Online or Unexcused. The attendance team meets weekly.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
10 day drop rule, continue to count them as absent for those days and include those days in your Cumulative ADM reporting.	

2b. ATTENDANCE

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Grades K-5 (self-contained): Attendance must be taken at least once per day for all students enrolled in school, regardless of the instructional model (On-Site, Hybrid, Comprehensive Distance Learning, online schools). <input type="checkbox"/> Grades 6-12 (individual subject): Attendance must be taken at least once for each scheduled class that day for all students enrolled in school, regardless of the instructional model (On-Site, Hybrid, Comprehensive Distance Learning, online schools). <input type="checkbox"/> Alternative Programs: Some students are reported in ADM as enrolled in a non-standard program (such as tutorial time), with hours of instruction rather than days present and days absent. Attendance must be taken at least once for each scheduled interaction with each student, so that local systems can track the student's attendance and engagement. Reported hours of instruction continue to be those hours in which the student was present. <input type="checkbox"/> Online schools that previously followed a two check-in per week attendance process must follow the Comprehensive Distance Learning requirements for checking and reporting attendance. <input type="checkbox"/> Provide families with clear and concise descriptions of student attendance and participation expectations as well as family involvement expectations that take into consideration the home environment, caregiver's work schedule, and mental/physical health.	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <p>Distance Learning</p> <ul style="list-style-type: none"> Attendance will be taken following ODE guidance. <p>In person Learning</p> <ul style="list-style-type: none"> Attendance will be taken daily by the teacher according to the ODE guidelines for attendance <p>Attendance policy and procedure</p> <ul style="list-style-type: none"> Attendance policies and plans will encourage staff and students to stay home if someone in the house is sick Teachers or attendance office staff will notify principal when or if their absences rate has increased by 20% or more The principal will report this increase to District level staff and follow the communicable disease plan for procedures and documentation.

2c. TECHNOLOGY

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Update procedures for district-owned or school-owned devices to match cleaning requirements (see section 2d of the Ready Schools, Safe Learners guidance). <input checked="" type="checkbox"/> Procedures for return, inventory, updating, and redistributing district-owned devices must meet physical distancing requirements.	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <ul style="list-style-type: none"> Technology will be assigned to each individual student to not share this resource. Clean and sanitize each device brought in for updates, repair, return, inventory and redistribution. All teachers will continue to utilize Google Classroom work to facilitate continuous learning experiences that occur on-site in a distance learning setting (off-site); include options for digital learning and provision for non-digital distance learning where internet and computers will not be available. Update family survey: collect information about numbers, types, and condition of devices used in homes to support remote learning. Share list of software programs used with families Provide family trainings when appropriate Plan for adequate technology at home for off-site working, teaching and learning

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> Review technology policies and data privacy policies and update when needed. Work collaboratively with families and educators for technical support with either designated staff, tech staff or others.

2d. SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Handwashing: All people on campus shall be advised and encouraged to frequently wash their hands or use hand sanitizer. <input checked="" type="checkbox"/> Equipment: Develop and use sanitizing protocols for all equipment used by more than one individual or purchase equipment for individual use. <input checked="" type="checkbox"/> Events: Cancel, modify, or postpone field trips, assemblies, athletic events, practices, special performances, school-wide parent meetings and other large gatherings to meet requirements for physical distancing. <input checked="" type="checkbox"/> Transitions/Hallways: Limit transitions to the extent possible. Create hallway procedures to promote physical distancing and minimize gatherings. <input checked="" type="checkbox"/> Personal Property: 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 shall be limited to the item owner. 	<ul style="list-style-type: none"> ● Handwashing: Staff will provide age appropriate hand washing education, define appropriate times to wash hands such as before and after meals and transitions, and provide hand sanitizer when handwashing is not available. Staff that interact with multiple cohorts will wash their hands before entering that cohort area and before leaving, that are or use hand sanitizer when hand washing is not readily available. ● Equipment: All classroom supplies and PE equipment will be cleaned and sanitized before use by another student or cohort group and when feasible a cohort will be assigned a set of equipment or supplies for use to help structure the cleaning of those items. Staff assigned to classrooms will clean touch surfaces throughout the day to help maintain cleanliness within cohorts. ● Events: : Field trips will be cancelled or designed virtually for the school year. All assemblies, events, special performances, school wide parent meetings and other large gathering will be cancelled or held in a virtual format in keeping with the requirements. ● Transitions/Hallways: One way hallways are marked with arrows and students will be trained. Entrances and exits will be assigned to all student cohorts to use, schedules will stagger transitions to reduce transitions in hallways. Teachers will move to cohorts to make cohorts stable. ● Personal Property: Each classroom will have a limit on the number of personal items brought to school. A full list will be sent home prior to class starting with allowable items. If personal items are brought to school , they must be labeled prior to entering school and not shared with other students. <p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p>

2e. ARRIVAL AND DISMISSAL

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <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. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Assign students or cohorts to an entrance; assign staff member(s) to conduct visual screenings (see section 1f of the <i>Ready Schools, Safe Learners</i> guidance). ☒ Ensure accurate sign-in/sign-out protocols to help facilitate contact tracing by the LPHA. Sign-in procedures are not a replacement for entrance and screening requirements. Students entering school after arrival times must be screened for the primary symptoms of concern. <ul style="list-style-type: none"> • Eliminate shared pen and paper sign-in/sign-out sheets. • Ensure hand sanitizer is available if signing children in or out on an electronic device. ☒ Ensure alcohol-based hand sanitizer (with 60-95% alcohol) dispensers are easily accessible near all entry doors and other high-traffic areas. Establish and clearly communicate procedures for keeping caregiver drop-off/pick-up as brief as possible. 	<p>Specific items of this section not addressed in those plans are outlined below:</p> <ul style="list-style-type: none"> • Students will have assigned entry's upon drop off and will be as close to when school begins to eliminate outdoor waiting times in large groups. • Multiple staff will need to supervise cohorts in outdoor spaces • Each teacher/staff member will use a sign-in/sign-out protocol at each entry way • Each teacher will use a sign-in/sign-out protocol to help facilitate contact tracing <ul style="list-style-type: none"> - Staff will fill in information and not allow shared paper pen - Hand sanitizer will be available at reception to sue in conjunction with arrival/dismissal and sign-in/sign-out • All classes with outside doors will utilize this entrance • Handwashing stations and or hand sanitizer dispensers will be placed near all entry/exit doors and other high traffic areas. • Communicate with families the need to keep drop-off pick up interactions brief • Mark specific areas to designate one-way traffic flow and publish a pick up drop off flow with parking lot.

2f. CLASSROOMS/REPURPOSED LEARNING SPACES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Seating: Rearrange student desks and other seat spaces so that staff and students' physical bodies are six feet apart to the maximum extent possible while also maintaining 35 square feet per person; assign seating so students are in the same seat at all times. ☒ Materials: Avoid sharing of community supplies when possible (e.g., scissors, pencils, etc.). Clean these items frequently. Provide hand sanitizer and tissues for use by students and staff. ☒ Handwashing: Remind students (with signage and regular verbal reminders from staff) of the utmost importance of hand hygiene and respiratory etiquette. Respiratory etiquette means covering coughs and sneezes with an elbow or a tissue. Tissues shall be disposed of in a garbage can, then hands washed or sanitized immediately. <ul style="list-style-type: none"> • Wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol. 	<ul style="list-style-type: none"> • Seating: Each classroom will remove all group work type tables. They will be replaced by single use desks. Each classroom will arrange student desks/single use tables to accommodate the 35 sqft per person. Students will be assigned seats so they are in the same seat at all times. Classroom set up will not change • Materials: : Each classroom will limit sharing of community supplies when possible (e.g. scissors, pencils etc.) If needed to share, these items will be cleaned frequently. Teachers will create individual tubs/bags of supplies that are assigned to students for single use (e.g. manipulatives that can be cleaned). Hand sanitizer, hand washing stations and tissues will be available for use by both students and staff. • Handwashing: Each teacher will teach and encourage appropriate hand washing techniques. SES will post age appropriate signage and provide regular reminders for hand washing. Staff and students will hand wash regularly especially before meals and after recess or between cohorts for adults.

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Keep school playgrounds closed to the general public until park playground equipment and benches reopen in the community (see Oregon Health Authority's Specific Guidance for Outdoor Recreation Organizations). ☒ After using the restroom students must wash hands with soap and water for 20 seconds. Soap must be made available to students and staff. ☒ 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. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <ul style="list-style-type: none"> • Refer to OHA specific guidance for outdoor recreation organizations and review monthly.

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Designate playground and shared equipment solely for the use of one cohort at a time. Outdoor playground structures require normal routine cleaning and do not require disinfection. Shared equipment (balls, jump ropes, etc.) should be cleaned and disinfected at least daily in accordance with CDC guidance. <input checked="" type="checkbox"/> Cleaning requirements must be maintained (see section 2j of the Ready Schools, Safe Learners guidance). <input checked="" type="checkbox"/> Maintain physical distancing requirements, stable cohorts, and square footage requirements. <input type="checkbox"/> Provide signage and restrict access to outdoor equipment (including sports equipment, etc.). <input type="checkbox"/> Design recess activities that allow for physical distancing and maintenance of stable cohorts. <input type="checkbox"/> Clean all outdoor equipment at least daily or between use as much as possible in accordance with CDC guidance. <input type="checkbox"/> Limit the number of employees gathering in shared spaces. Restrict use of shared spaces such as conference rooms, break rooms, and elevators by limiting occupancy or staggering use, maintaining six feet of distance between adults. Establish a minimum of 35 square feet per person when determining room capacity. Calculate only with usable space, understanding that tables and room set-up will require use of all space in the calculation. 	<ul style="list-style-type: none"> • Playground(s) will only be in use when playgrounds have reopened for public uses. School will post signage sharing this information with the public. Classes may use the playground for recess on a staggered schedule throughout the day to allow for increased cleaning times (approximately 15 minutes between) • All playground equipment will be disinfected daily and in between each cohort group. • Students must wash hands before and after using playground equipment. • Should the playground be closed, recess may be held in the cohorts classroom or assigned outdoor space • Each cohort will be assigned a set of recess equipment that will be sanitized and cleaned between use and not shared with other cohorts. • Cleaning requirements must be maintained; refer to section 2j. • Recess activities will be planned to encourage physical distancing while maintaining stable cohorts. This can include limiting the number of students on one piece of equipment, at one game etc. Consider alternating pieces of equipment for use for each day to help with the amount of cleaning sanitization needed. • Teachers/Staff will need to set expectations and teach them to their cohorts for shared use of equipment by students and may need to support students with schedules with when certain equipment can be used.

2h. MEAL SERVICE/NUTRITION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input type="checkbox"/> Include meal services/nutrition staff in planning for school reentry. <input type="checkbox"/> Prohibit self-service buffet-style meals. <input type="checkbox"/> Prohibit sharing of food and drinks among students and/or staff. <input type="checkbox"/> At designated meal or snack times, students may remove their face coverings to eat or drink but must maintain six feet of physical distance from others, and must put face coverings back on after finishing the meal or snack. <input type="checkbox"/> Staff serving meals and students interacting with staff at mealtimes must wear face coverings (see section 1h of the Ready Schools, Safe Learners guidance). <input 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 shall be encouraged to do so after. <input type="checkbox"/> Appropriate daily cleaning of meal items (e.g., plates, utensils, transport items). <input type="checkbox"/> Cleaning and sanitizing of meal touch-points and meal counting system between stable cohorts. <input type="checkbox"/> Adequate cleaning and disinfection of tables between meal periods. <input type="checkbox"/> Since staff must remove their face coverings during eating and drinking, limit the number of employees gathering in shared spaces. Restrict use of shared spaces such as conference rooms and break rooms by limiting occupancy or staggering use. Consider staggering times for staff breaks, to prevent congregation in shared spaces. Always maintain at least six feet of physical distancing and establish a minimum of 35 square feet per person when determining room capacity. Calculate only with usable classroom space, understanding that desks and room set-up will require use of all space in the calculation. Wear face coverings except when eating or drinking and minimize time in spaces where face coverings are not consistently worn. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <ul style="list-style-type: none"> • Meal prep will be completed in the Jr.Sr. High School Cafeteria. Food will then be delivered to the elementary school both for Breakfast and Lunch. • Staff will deliver food on a staggered schedule to the classrooms for students to consume in their classroom. • All meals will be eaten in the classroom. • All students must wash their hands prior to meals. If possible, students will wash hands in their classrooms at their wash stations. Should a classroom not have a wash station students will follow hallway and restroom procedures. • Students will not share utensils or other items during meals • Each table/desk will be cleaned prior to meals being consumed.

2i. TRANSPORTATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Include transportation departments (and associated contracted providers, if used) in planning for return to service. ☒ Buses are cleaned frequently. Conduct targeted cleanings between routes, with a focus on disinfecting frequently touched surfaces of the bus (see section 2j of the Ready Schools, Safe Learners guidance). ☒ Staff must use hand sanitizer (containing between 60-95% alcohol) in between helping each child and when getting on and off the vehicle. Gloves are not recommended; hand sanitizer is strongly preferred. If hand sanitizer is not available, disposable gloves can be used and must be changed to a new pair before helping each child. ☒ Develop protocol for loading/unloading that includes visual screening for students exhibiting symptoms and logs for contact-tracing. This must be done at the time of arrival and departure. <ul style="list-style-type: none"> • If a student displays COVID-19 symptoms, provide a face covering (unless they are already wearing one) and keep six feet away from others. Continue transporting the student. <ul style="list-style-type: none"> ○ The symptomatic student shall be seated in the first row of the bus during transportation, and multiple windows must be opened to allow for fresh air circulation, if feasible. ○ The symptomatic student shall leave the bus first. After all students exit the bus, the seat and surrounding surfaces must be cleaned and disinfected. • If arriving at school, notify staff to begin isolation measures. <ul style="list-style-type: none"> ○ If transporting for dismissal and the student displays an onset of symptoms, notify the school. ☒ Consult with parents/guardians of students who may require additional support (e.g., students who experience a disability and require specialized transportation as a related service) to appropriately provide service. ☒ Drivers must wear masks or face coverings while driving, unless the mask or face covering interferes with the driver’s vision (e.g., fogging of eyeglasses). Drivers must wear face coverings when not actively driving and operating the bus, including while students are entering or exiting the vehicle. A face shield may be an acceptable alternative, as stated in Section 1h of the Ready Schools, Safe Learners guidance. ☒ Inform parents/guardians of practical changes to transportation service (i.e., physical distancing at bus stops and while loading/unloading, potential for increased route time due to additional precautions, sanitizing practices, and face coverings). ☒ Face coverings or face shields for all students in grades Kindergarten and up following CDC guidelines applying the guidance in section 1h of the Ready Schools, Safe Learners guidance to transportation settings. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans.</p> <p>see attached addendum from First Student Bus Services</p>

2j. CLEANING, DISINFECTION, AND VENTILATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ☒ Clean, sanitize, and disinfect frequently touched surfaces (e.g. door handles, sink handles, drinking fountains, transport vehicles) and shared objects (e.g., toys, games, art supplies) between uses multiple times per day. Maintain clean and disinfected (CDC guidance) environments, including classrooms, cafeteria settings and restrooms. ☒ Outdoor playground structures require normal routine cleaning and do not require disinfection. Shared equipment should be cleaned and disinfected at least daily in accordance with CDC guidance. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <ul style="list-style-type: none"> • All frequently touched surfaces inside the classroom and out (eg. Playground equipment, door handles, sink handles, bathrooms,

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>Apply disinfectants safely and correctly following labeling direction as specified by the manufacturer. Keep these products away from students.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> To reduce the risk of asthma, choose disinfectant products on the EPA List N with asthma-safer ingredients (e.g. hydrogen peroxide, citric acid, or lactic acid) and avoid products that mix these with asthma-causing ingredients like peroxyacetic acid, sodium hypochlorite (bleach), or quaternary ammonium compounds. <input checked="" type="checkbox"/> Schools with HVAC systems must evaluate the system to minimize indoor air recirculation (thus maximizing fresh outdoor air) to the extent possible. Schools that do not have mechanical ventilation systems shall, to the extent possible, increase natural ventilation by opening windows and interior doors before students arrive and after students leave, and while students are present. Do not prop open doors that can pose a safety or security risk to students and staff (e.g., exterior doors and fire doors that must remain closed). <input type="checkbox"/> Consider running ventilation systems continuously and changing the filters more frequently. Do <u>not</u> use fans if they pose a safety or health risk, such as increasing exposure to pollen/allergies or exacerbating asthma symptoms. Consider using window fans or box fans positioned in open windows to blow fresh outdoor air into the classroom via one window, and indoor air out of the classroom via another window. Fans must not be used in rooms with closed windows and doors, as this does not allow for fresh air to circulate. <input checked="" type="checkbox"/> Consider the need for increased ventilation in areas where students with special health care needs receive medication or treatments. <input checked="" type="checkbox"/> Facilities must be cleaned and disinfected at least daily to prevent transmission of the virus from surfaces (see CDC's guidance on disinfecting public spaces). <input checked="" type="checkbox"/> Consider modification or enhancement of building ventilation where feasible (see CDC's guidance on ventilation and filtration and American Society of Heating, Refrigerating, and Air-Conditioning Engineers' guidance). <input checked="" type="checkbox"/> Clean, sanitize, and disinfect frequently touched surfaces (e.g. door handles, sink handles, drinking fountains, transport vehicles) and shared objects (e.g., toys, games, art supplies) between uses multiple times per day. Maintain clean and disinfected (CDC guidance) environments, including classrooms, cafeteria settings and restrooms. 	<p>drinking fountains,) and shared objects (e.g. toys, games, art supplies) will be cleaned between uses at least 3 times a day.</p> <ul style="list-style-type: none"> • Windows will be opened at beginning and ending of days to increase ventilation in the building. • Our ventilation system will be checked frequently by our head custodial staff and will be maintained • Facilities will be cleaned according to CDC guidance to prevent the spread of disease.

2k. HEALTH SERVICES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input type="checkbox"/> 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. <input type="checkbox"/> Licensed, experienced health staff should be included on teams to determine district health service priorities. Collaborate with health professionals such as school nurses; SBHC staff; mental and behavioral health providers; dental providers; physical, occupational, speech, and respiratory therapists; and School Based Health Centers (SBHC). 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <ul style="list-style-type: none"> • SES will provide age appropriate hand hygiene and respiratory etiquette (e.g. coughing/sneezing in your elbow) • SES will practice appropriate communicable disease isolation and exclusion measures. • Staff will participate in required health services related training to maintain health services practices in the school setting • COVID-19 specific infection control practices for staff and students will be communicated • Review of 504, IEP and Health plans will be advised to address vulnerable populations

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> Immunization processes will be addressed as per our routine timeline, which priorities the beginning of the year and new students. SES will provide continuous services for health management issues such as med administration, and other health related care alongside COVID-19 specific planning.

2I. BOARDING SCHOOLS AND RESIDENTIAL PROGRAMS ONLY

OHA/ODE Requirements	Hybrid/Onsite Plan
<input type="checkbox"/> Provide specific plan details and adjustments in Operational Blueprints that address staff and student safety, which includes how you will approach: <ul style="list-style-type: none"> Contact tracing The intersection of cohort designs in residential settings (by wing or common restrooms) with cohort designs in the instructional settings. The same cohorting parameter limiting total cohort size to 100 people applies. Quarantine of exposed staff or students Isolation of infected staff or students Communication and designation of where the “household” or “family unit” applies to your residents and staff <input type="checkbox"/> Review and take into consideration CDC guidance for shared or congregate housing: <ul style="list-style-type: none"> Not allow more than two students to share a residential dorm room unless alternative housing arrangements are impossible Ensure at least 64 square feet of room space per resident Reduce overall residential density to ensure sufficient space for the isolation of sick or potentially infected individuals, as necessary; Configure common spaces to maximize physical distancing; Provide enhanced cleaning; Establish plans for the containment and isolation of on-campus cases, including consideration of PPE, food delivery, and bathroom needs. <p>Exception</p> <input type="checkbox"/> They have a current and complete RSSL Blueprint and are complying with Sections 1-3 of the Ready Schools, Safe Learners guidance and any other applicable sections, including Section 2L of the Ready Schools, Safe Learners guidance. <input type="checkbox"/> The school maintains a fully-closed residential campus (no non-essential visitors allowed), and normal day school operations are only offered remotely through distance learning. <input type="checkbox"/> There have been no confirmed cases of COVID-19 among school staff or students in the past 14 days. <input type="checkbox"/> Less than 10% of staff, employees, or contracts (in total) are traveling to or from campus. Staff in this designation will: <ul style="list-style-type: none"> Limit travel to essential functions. Carefully monitor their own health daily and avoid coming to campus at any potential symptom of COVID-19. <input type="checkbox"/> Any boarding students newly arriving to campus will either: <ul style="list-style-type: none"> Complete a quarantine at home for 14 days (or current CDC recommended time period) prior to traveling to the school, OR Quarantine on campus for 14 days (or current CDC recommended time period). <input type="checkbox"/> Student transportation off-campus is limited to medical care.	Not Applicable To SES

2m. SCHOOL EMERGENCY PROCEDURES AND DRILLS

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> In accordance with ORS 336.071 and OAR 581-022-2225 all schools (including those operating a Comprehensive Distance Learning model) are required to instruct students on emergency procedures. Schools that operate an On-Site or Hybrid model need to instruct and practice drills on emergency procedures so that students and staff can respond to emergencies.</p> <ul style="list-style-type: none"> • At least 30 minutes in each school month must be used to instruct students on the emergency procedures for fires, earthquakes (including tsunami drills in appropriate zones), and safety threats. • Fire drills must be conducted monthly. • Earthquake drills (including tsunami drills and instruction for schools in a tsunami hazard zone) must be conducted two times a year. • Safety threats including procedures related to lockdown, lockout, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety must be conducted two times a year. <p><input checked="" type="checkbox"/> Drills can and should be carried out <u>as close as possible</u> to the procedures that would be used in an actual emergency. For example, a fire drill must be carried out with the same alerts and same routes as normal. If appropriate and practicable, COVID-19 physical distancing measures can be implemented, but only if they do not compromise the drill.</p> <p><input checked="" type="checkbox"/> When or if physical distancing must be compromised, drills must be completed in less than 15 minutes.</p> <p><input checked="" type="checkbox"/> Drills shall not be practiced unless they can be practiced correctly.</p> <p><input checked="" type="checkbox"/> Train staff on safety drills prior to students arriving on the first day on campus in hybrid or face-to-face engagement.</p> <p><input checked="" type="checkbox"/> If on a hybrid schedule, conduct multiple drills each month to ensure that all cohorts of students have opportunities to participate in drills (i.e., schedule on different cohort days throughout the year).</p> <p><input checked="" type="checkbox"/> Students must wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol after a drill is complete.</p>	<p>SES will practice safely and within COVID guidelines all drills required.</p>

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<p><input checked="" type="checkbox"/> Utilize the components of Collaborative Problem Solving or a similar framework to continually provide instruction and skill-building/training related to the student's demonstrated lagging skills.</p> <p><input checked="" type="checkbox"/> Take proactive/preventative steps to reduce antecedent events and triggers within the school environment.</p> <p><input checked="" type="checkbox"/> Be proactive in planning for known behavioral escalations (e.g., self-harm, spitting, scratching, biting, eloping, failure to maintain physical distance). Adjust antecedents where possible to minimize student and staff dysregulation. Recognize that there could be new and different antecedents and setting events with the additional requirements and expectations for the 2020-21 school year.</p> <p><input checked="" type="checkbox"/> Establish a proactive plan for daily routines designed to build self-regulation skills; self-regulation skill-building sessions can be short (5-10 minutes), and should take place at times when the student is regulated and/or is not demonstrating challenging behaviors.</p> <p><input checked="" type="checkbox"/> Ensure all staff are trained to support de-escalation, provide lagging skill instruction, and implement alternatives to restraint and seclusion.</p> <p><input checked="" type="checkbox"/> Ensure that staff are trained in effective, evidence-based methods for developing and maintaining their own level of self-regulation</p>	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. SES staff will follow all de-escalation measures with proper PPE</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>and resilience to enable them to remain calm and able to support struggling students as well as colleagues.</p> <p><input checked="" type="checkbox"/> Plan for the impact of behavior mitigation strategies on public health and safety requirements:</p> <ul style="list-style-type: none"> • Student elopes from area <ul style="list-style-type: none"> ○ If staff need to intervene for student safety, staff should: <ul style="list-style-type: none"> ● Use empathetic and calming verbal interactions (i.e. “This seems hard right now. Help me understand... How can I help?”) to attempt to re-regulate the student without physical intervention. ● Use the least restrictive interventions possible to maintain physical safety for the student and staff. ● Wash hands after a close interaction. ● Note the interaction on the appropriate contact log. ○ *If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs. • Student engages in behavior that requires them to be isolated from peers and results in a room clear. <ul style="list-style-type: none"> ○ If students leave the classroom: <ul style="list-style-type: none"> ● Preplan for a clean and safe alternative space that maintains physical safety for the student and staff ● Ensure physical distancing and separation occur, to the maximum extent possible. ● Use the least restrictive interventions possible to maintain physical safety for the student and staff. ● Wash hands after a close interaction. ● Note the interaction on the appropriate contact log. ○ *If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs. • Student engages in physically aggressive behaviors that preclude the possibility of maintaining physical distance and/or require physical de-escalation or intervention techniques other than restraint or seclusion (e.g., hitting, biting, spitting, kicking, self-injurious behavior). <ul style="list-style-type: none"> ○ If staff need to intervene for student safety, staff should: <ul style="list-style-type: none"> ● Maintain student dignity throughout and following the incident. ● Use empathetic and calming verbal interactions (i.e. “This seems hard right now. Help me understand... How can I help?”) to attempt to re-regulate the student without physical intervention. ● Use the least restrictive interventions possible to maintain physical safety for the student and staff ● Wash hands after a close interaction. ● Note the interaction on the appropriate contact log. <p>*If unexpected interaction with other stable cohorts occurs, those contacts must be noted in the appropriate contact logs.</p> <p><input checked="" type="checkbox"/> Ensure that spaces that are unexpectedly used to deescalate behaviors are appropriately cleaned and sanitized after use before the introduction of other stable cohorts to that space.</p>	

2o. PROTECTIVE PHYSICAL INTERVENTION

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



3. Response to Outbreak

3a. PREVENTION AND PLANNING

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Review the " Planning for COVID-19 Scenarios in Schools " toolkit. <input checked="" type="checkbox"/> Coordinate with Local Public Health Authority (LPHA) to establish communication channels related to current transmission level.	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <p>Coordinate with the Local Public Health Authority.</p> <ul style="list-style-type: none"> • If the region impacted is within the Marion or Linn County regions • When cases are identified in the local region a district response team should be assembled and responsibilities assigned. • Identify baseline absentee rates to determine if rates have increased by 20% or more • Modify (virtually), postpone, cancel large in school events as coordinated with local health authority. • Work with local health authority to establish timely communication with staff and families. • When novel virus are identified in the school setting and the incidence is low, the local health department will provide a direct report to the district nurse on the diagnosed cases. Likewise, the local health authority will impose restrictions on contacts. • The district will establish an emergency response framework with key stakeholders. <p>If school closure is advised by the local health authority, consultation should occur between legal, union, and district administration to ensure processes are consistent with legal preparedness processes.</p>

3b. RESPONSE

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Review and utilize the " Planning for COVID-19 Scenarios in Schools " toolkit. <input checked="" type="checkbox"/> Ensure continuous services and implement Comprehensive Distance Learning. <input checked="" type="checkbox"/> Continue to provide meals for students.	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans. Specific items of this section not addressed in those plans are outlined below:</p> <ul style="list-style-type: none"> • In the event of a closure, the district will initiate the Distance Learning Model. For SES that means that all classroom teachers will begin providing Distance learning for students that choose this option from day one and will utilize Google Classrooms simultaneously throughout the day, weeks and school year. This provides for a seamless transition should and if we need to move to Distance learning for all in the event of closure. • The district will develop clear communication on the criteria that must be met in order for on-site instruction to resume with relevant timelines for staff, students and families. • Meals for students would continue to be provided.

3c. RECOVERY AND REENTRY

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Review and utilize the "Planning for COVID-19 Scenarios in Schools" toolkit. <input checked="" type="checkbox"/> Clean, sanitize, and disinfect surfaces (e.g. door handles, sink handles, drinking fountains, transport vehicles) and follow CDC guidance for classrooms, cafeteria settings, restrooms, and playgrounds. <input checked="" type="checkbox"/> When bringing students back into On-Site or Hybrid instruction, consider smaller groups, cohorts, and rotating schedules to allow for a safe return to schools. 	<p>Santiam Elementary School (SES) will comply with the policy and practices outline in the Santiam Canyon Communicable Disease Management Plan and more specifically in the Santiam Canyon Communicable Disease Management Plan for COVID-19. Most requirements in this section are outlined in those attached plans.</p>



ASSURANCES

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

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

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

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



4. Equity



5. Instruction



6. Family, Community, Engagement



7. Mental, Social, and Emotional Health



8. Staffing and Personnel

Assurance Compliance and Timeline

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

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