



3. Indicate which instructional model will be used. This does not apply if you are an online school or virtual public charter school and had a virtual online instructional model already in place pre-COVID-19.

Select One:

- On-Site Learning       Hybrid Learning       Comprehensive Distance Learning

4. If you selected Comprehensive Distance Learning, you only have to fill out the green portion of the Operational Blueprint for Reentry (i.e., pages 2 in the initial template).
5. If you selected On-Site Learning or Hybrid Learning, you have to fill out the blue portion of the Operational Blueprint for Reentry (i.e., pages 3-14 in the initial template) and [submit online](https://app.smartsheet.com/b/form/a4dedb5185d94966b1dff75e4874c8a). (<https://app.smartsheet.com/b/form/a4dedb5185d94966b1dff75e4874c8a>) by August 15, 2020 or prior to the beginning of the 2020-21 school year.

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

## REQUIREMENTS FOR COMPREHENSIVE DISTANCE LEARNING OPERATIONAL BLUEPRINT

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

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

Not applicable – instructional will be provided through an On-Site or Hybrid Learning model.

[Complete after June 30, 2020 when Comprehensive Distance Learning Guidance is released by ODE.] Describe how your school's model aligns to the Comprehensive Distance Learning Guidance.

Not applicable – instructional will be provided through an On-Site or Hybrid Learning model.

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

Not applicable – instructional will be provided through an On-Site or Hybrid Learning model.

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

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

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



### 1. Public Health Protocols

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Implement measures to limit the spread of COVID-19 within the school setting.</li> <li><input checked="" type="checkbox"/> Update written Communicable Disease Management Plan to specifically address the prevention of the spread of COVID-19.</li> <li><input checked="" type="checkbox"/> Designate a person at each school to establish, implement and enforce physical distancing requirements, consistent with this guidance and other guidance from OHA.</li> <li><input checked="" type="checkbox"/> Include names of the 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 the plan.</li> <li><input checked="" type="checkbox"/> Process and procedures to train all staff in sections 1 - 3 of the <i>Ready Schools, Safe Learners</i> guidance. Consider conducting the training virtually, or, if in person, ensure physical distancing is</li> </ul>	<p>Currently working with school contracted nurse to update our Communicable Disease Management Plan to include the requirements for COVID-19.</p>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>maintained.</p> <ul style="list-style-type: none"> <li>☒ Protocol to notify the local public health authority (<a href="#">LPHA Directory by County</a>) of any confirmed COVID-19 cases among students or staff.</li> <li>☒ Plans for systematic disinfection of classrooms, offices, bathrooms and activity areas.</li> <li>☒ Process to report to the LPHA any cluster of any illness among staff or students.</li> <li>☒ Protocol to cooperate with the LPHA recommendations and provide all logs and information in a timely manner.</li> <li>☒ Protocol for screening students and staff for symptoms (see section 1f of the <b>Ready Schools, Safe Learners</b> guidance).</li> <li>☒ Protocol to isolate any ill or exposed persons from physical contact with others.</li> <li>☒ Protocol for communicating potential COVID-19 cases to the school community, other stakeholders (see section 1e of the <b>Ready Schools, Safe Learners</b> guidance).</li> <li>☒ 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 the LPHA official. <ul style="list-style-type: none"> <li>• If a student(s) is part of a stable cohort (a group of students that are consistently in contact with each other or in multiple cohort groups) that conform to the requirements of cohorting (see section 1d of the <b>Ready Schools, Safe Learners</b> guidance), the daily log may be maintained for the group.</li> <li>• If a student(s) is not part of a stable cohort, then an individual student log must be maintained.</li> </ul> </li> <li>☒ Required components of individual daily student/cohort logs include: <ul style="list-style-type: none"> <li>• Child's name</li> <li>• Drop off/pick up time</li> <li>• Parent/guardian name and emergency contact information</li> <li>• All staff (including itinerant staff, substitutes, and guest teachers) names and phone numbers who interact with a stable cohort or individual student</li> </ul> </li> <li>☒ Protocol to record/keep daily logs to be used for contact tracing for a minimum of four weeks to assist the LPHA as needed.</li> <li>☒ 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.</li> <li>☒ Protocol to respond to potential outbreaks (see section 3 of the <b>Ready Schools, Safe Learners</b> guidance).</li> </ul>	

### 1b. HIGH RISK POPULATIONS

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ 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.</li> </ul> <p><u>Medically Fragile, Complex and Nursing Dependent Student Requirements</u></p> <ul style="list-style-type: none"> <li>☒ All districts must account for students who have health conditions that require additional nursing services. Oregon law (<a href="#">ORS 336.201</a>) defines 3 levels of severity related to required nursing services: <ol style="list-style-type: none"> <li>1. Medically Complex: Are students who may have an unstable health condition and who may require daily professional nursing services.</li> </ol> </li> </ul>	<p><b>Staff</b></p> <p><i>*Plan includes all staff self-identifying as vulnerable or part of a vulnerable household.</i></p> <ul style="list-style-type: none"> <li>• Redeployed options could include: <ul style="list-style-type: none"> <li>○ On-line instruction and support</li> <li>○ Maintenance projects, custodial work, office work without student/staff contact</li> </ul> </li> <li>• Staff could consider all leave options as well</li> </ul> <p><b>Students</b></p> <ul style="list-style-type: none"> <li>• All students identified as vulnerable, either by a physician, or</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>2. Medically Fragile: Are students who may have a life-threatening health condition and who may require immediate professional nursing services.</p> <p>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> <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"> <li>• Communicate with parents and healthcare providers to determine return to school status and current needs of the student.</li> <li>• 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.</li> <li>• Modify Health Management Plans, Care Plans, IEPs, or 504 or other student-level medical plans, as indicated, to address current healthcare considerations.</li> <li>• 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.</li> <li>• Service provision should consider health and safety as well as legal standards.</li> <li>• Work with interdisciplinary team to meet requirements of ADA and FAPE.</li> <li>• High risk individuals may meet criteria for exclusion during a local health crisis.</li> <li>• Refer to updated state and national guidance and resources such as: <ul style="list-style-type: none"> <li>○ U.S. Department of Education Supplemental Fact Sheet: Addressing the Risk of COVID-19 in Preschool, Elementary and Secondary Schools While Serving Children with Disabilities from March 21, 2020.</li> <li>○ ODE guidance updates for Special Education. Example from March 11, 2020.</li> <li>○ OAR 581-015-2000 Special Education, requires districts to provide ‘school health services and school nurse services’ as part of the ‘related services’ in order ‘to assist a child with a disability to benefit from special education’.</li> <li>○ OAR 333-019-0010 Public Health: Investigation and Control of Diseases: General Powers and Responsibilities, outlines authority and responsibilities for school exclusion.</li> </ul> </li> </ul>	<p>parent/guardian notification, will be enrolled in online instruction with weekly check-ins.</p> <ul style="list-style-type: none"> <li>• Students who experience disability will continue to receive specially designed instruction.</li> <li>• Students with language services will continue to receive English Language Development.</li> </ul> <p><b>Visitors/Volunteers</b></p> <ul style="list-style-type: none"> <li>• Visitors/Volunteers will be unable to work in schools, or complete other volunteer activities that require in person interaction, at this time. Adults in schools are limited to essential personnel only.</li> </ul>

### 1c. PHYSICAL DISTANCING

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>☒ Establish a minimum of 35 square feet per person when determining room capacity. Calculate only with usable classroom space and understanding that desks and room set-up will require use of all space in the calculation.</p> <p>☒ Support physical distancing in all daily activities and instruction,</p>	<p><b>Capacity for Elementary School Settings:</b></p> <ul style="list-style-type: none"> <li>• <b>Gym/Cafeteria</b> (used for breakfast, lunch and PE daily): 6,624 usable ft<sup>2</sup>: no more than 189 people</li> <li>• <b>Classrooms/Library/Computer Lab</b>: 896 usable ft<sup>2</sup> in each:</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>striving to maintain at least six feet between individuals.</p> <ul style="list-style-type: none"> <li>☒ Minimize time standing in lines and take steps to ensure that six feet of distance between students is maintained, including marking spacing on floor, one-way traffic flow in constrained spaces, etc.</li> <li>☒ Schedule modifications to limit the number of students in the building (e.g., rotating groups by days or location, staggered schedules to avoid hallway crowding and gathering).</li> <li>☒ Plan for students who will need additional support in learning how to maintain physical distancing requirements. Provide instruction, don't employ punitive discipline.</li> </ul>	<p>no more than 25 people</p> <ul style="list-style-type: none"> <li>• <b>Preschool Classroom:</b> 1,767 usable ft<sup>2</sup>: no more than 50 people</li> </ul> <p><b>Capacity for Middle/High School Settings:</b></p> <ul style="list-style-type: none"> <li>• <b>Gymnasium</b> (used for PE classes, lunch time recreation): 6,624 usable ft<sup>2</sup>: no more than 189 people</li> <li>• <b>Boys' Locker Room:</b> 925 usable ft<sup>2</sup>: no more than 26 people</li> <li>• <b>Girls' Locker Room:</b> 680 usable ft<sup>2</sup>: no more than 19 people</li> <li>• <b>Commons Area/HS Lunch Space:</b> 1,080 usable ft<sup>2</sup>: no more than 30 people with sinks</li> <li>• <b>MS Lunch Space:</b> 612 usable ft<sup>2</sup>: no more than 17 people</li> <li>• <b>Classroom 1</b> (Science Room): 1,352 usable ft<sup>2</sup>: no more than 38 people</li> <li>• <b>Classroom 2, 4, 5, and 10:</b> 832 usable ft<sup>2</sup>: no more than 23 people</li> <li>• <b>Classroom 3:</b> 1,300 usable ft<sup>2</sup>: no more than 37 people with sinks</li> <li>• <b>Classroom 6, 7:</b> 744 usable ft<sup>2</sup>: no more than 21 people</li> <li>• <b>Computer Lab:</b> 644 usable ft<sup>2</sup>: no more than 18 people</li> </ul> <p><b>Student Population By Level and Grade</b></p> <p><u>Elementary: 90 (rounded up)</u>  <b>Pre-Kindergarten:</b> 10 (estimate) (cap at 20)  <b>Kindergarten:</b> 13  <b>1st grade:</b> 10  <b>2nd grade:</b> 12  <b>1st and 2nd Combined:</b> 22  <b>3rd grade:</b> 9  <b>4th grade:</b> 10  <b>3rd and 4th Combined:</b> 19  <b>5th grade:</b> 14  <b>6th grade:</b> 10  <b>5th and 6th Combined:</b> 24</p> <p><u>MS (combined for all classes): 25 (rounded up)</u>  <b>7th grade:</b> 9  <b>8th grade:</b> 12</p> <p><u>HS: 50 (rounded up)</u>  <b>9th grade:</b> 13  <b>10th grade:</b> 6  <b>11th grade:</b> 13  <b>12th grade:</b> 16</p>

### 1d. COHORTING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Where feasible, establish stable cohorts: stable cohort groups should be no larger than can be accommodated by the space available to provide 35 square feet per person, including staff. <ul style="list-style-type: none"> <li>• The smaller the cohort group, the less risk to the spread of disease. As cohort groups increase in size, the risk of spreading disease increases.</li> </ul> </li> <li>☒ Each school must have a system to ensure contract tracing (daily logs) among the cohort (see section 1a of the <b>Ready Schools, Safe Learners</b> guidance).</li> <li>☒ Minimize interaction between students in different stable cohort groups (e.g., access to restrooms, activities, common areas). Provide access to All Gender/Gender Neutral bathrooms.</li> </ul>	<p>Tracking attendance carefully within cohorts will be critical to support contact tracing.</p> <p><b>1) Transportation Cohort</b></p> <ul style="list-style-type: none"> <li>• This is a stable group of students each day.</li> <li>• Stable groups can be varied by AM/PM routes.</li> <li>• Updated contact-tracing logs are required for each run of a route.</li> </ul> <p><b>2) Kindergarten - 6<sup>th</sup> Grade Classroom Cohorts</b></p> <ul style="list-style-type: none"> <li>• These grade band cohorts (i.e., Pre-Kindergarten,</li> </ul>

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<ul style="list-style-type: none"> <li>☒ Cleaning and wiping surfaces (e.g., desks, door handles, etc.) must be maintained between multiple student uses, even in the same cohort.</li> <li>☒ Design cohorts such that all students (including those protected under ADA and IDEA) maintain access to general education, grade level learning standards, and peers.</li> <li>☒ Staff who interact with multiple stable cohorts must wash/sanitize their hands between interacting with different stable cohorts.</li> </ul>	<p>Kindergarten, Grades 1 and 2, Grades 3 and 4, Grades 5 and 6) are maintained throughout the year and for each special area (i.e., art, PE).</p> <ul style="list-style-type: none"> <li>● PE as a cohort</li> <li>● Art as a cohort</li> <li>● Recess/Library as cohort</li> </ul> <p><b>3) Speech and Language Cohort (Itinerant staff)</b></p> <ul style="list-style-type: none"> <li>● 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.</li> </ul> <p><b>4) Title and Special Education staff push into cohorts for service.</b></p> <ul style="list-style-type: none"> <li>● To the extent possible, students receiving supports beyond core instruction (e.g., Title Services, Special Education and Related Services) will receive these supports within their grade band cohort. <ul style="list-style-type: none"> <li>○ When student needs or administrative logistics require a student to be pulled from a grade band cohort to receive support, it creates a new cohort and additional contact tracing log requirements.</li> </ul> </li> </ul> <p><b>5) 7th and 8th Grade Classroom Cohorts</b></p> <ul style="list-style-type: none"> <li>● 7th and 8th Grade students are one classroom cohort.</li> <li>● This stable group is maintained as much as possible.</li> </ul> <p><b>High School Instructional Cohorts</b></p> <ul style="list-style-type: none"> <li>● Humanities</li> <li>● STEM</li> <li>● Elective</li> </ul> <p>and/or</p> <ul style="list-style-type: none"> <li>● 9th/10th</li> <li>● 11th/12th</li> </ul> <p><b>Middle School Lunch Cohorts</b></p> <ul style="list-style-type: none"> <li>● 7th Grade to eat in assigned location (9 people)</li> <li>● 8th Grade will eat lunch in assigned location (12 people)</li> <li>● Students will be served from the food serving area by cohort, with cleaning between cohorts.</li> </ul> <p><b>High School Lunch Cohorts</b></p> <ul style="list-style-type: none"> <li>● All students will have lunch at the same time</li> <li>● Grades 9/10: Eat in assigned location (1 adult to monitor) <ul style="list-style-type: none"> <li>○ Served first as a cohort, then move to assigned location</li> <li>○ Serving area cleaned after students are served</li> </ul> </li> <li>● Grades 11/12: Eat in Commons Area (1 adult to monitor) <ul style="list-style-type: none"> <li>○ Served after area is cleaned following 9/10 getting lunch</li> </ul> </li> <li>● Cohorts will be maintained by physical distancing even in break period after lunch (9/10 on one end of gymnasium, 11/12 on other end of gymnasium)</li> </ul>

**1e. PUBLIC HEALTH COMMUNICATION**

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Develop a letter or communication to staff to be shared at the start of on-site instruction and at periodic intervals explaining infection control measures that are being implemented to prevent spread of disease.</li> </ul>	<ul style="list-style-type: none"> <li>● Develop a Return-to-Work protocol</li> <li>● Letter to staff</li> <li>● Letter to families</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>Consider sharing school protocols themselves.</li> </ul> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Develop protocols for communicating with students, families and staff who have come into close/sustained contact with a confirmed case.</li> <li><input checked="" type="checkbox"/> Develop protocols for communicating immediately with staff, families, and the community when a new case(s) of COVID-19 is diagnosed in students or staff members, including a description of how the school or district is responding.</li> <li><input checked="" type="checkbox"/> Provide all information in languages and formats accessible to the school community.</li> </ul>	<ul style="list-style-type: none"> <li>Share protocols on website</li> </ul>

### 1f. ENTRY AND SCREENING

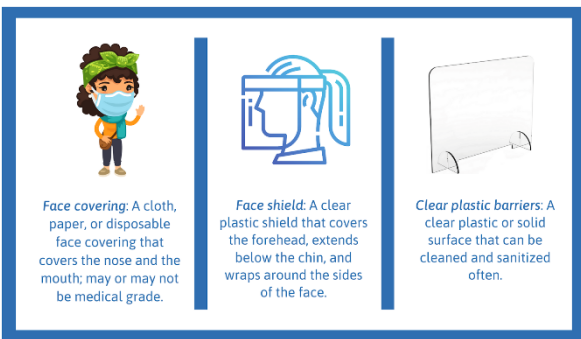
OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Direct students and staff to stay home if they, or anyone in their homes or community living spaces, have COVID-19 symptoms. COVID-19 symptoms are as follows: <ul style="list-style-type: none"> <li>Primary symptoms of concern: Cough, fever or chills, shortness of breath, or difficulty breathing.</li> <li>Note that muscle pain, headache, sore throat, new loss of taste or smell, diarrhea, nausea, vomiting, nasal congestion, and runny nose are also symptoms often associated with COVID-19, but are not enough in isolation to deny entry. More information about COVID-19 symptoms is available <a href="#">here</a>.</li> <li>Emergency signs <ul style="list-style-type: none"> <li>Trouble breathing</li> <li>Persistent pain or pressure in the chest</li> <li>New confusion or inability to awaken</li> <li>Bluish lips or face</li> <li>Other severe symptoms</li> </ul> </li> </ul> </li> <li><input checked="" type="checkbox"/> 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. <ul style="list-style-type: none"> <li>Anyone displaying or reporting the primary symptoms of concern must be isolated (see section 1i of the <b>Ready Schools, Safe Learners</b> guidance) and sent home as soon as possible.</li> <li>They must remain home for at least 10 calendar days after illness onset and 72 hours after fever is gone (without use of fever reducing medicine) and other symptoms are improving.</li> </ul> </li> <li><input checked="" type="checkbox"/> Restrict from school property any student or staff known to have been exposed (e.g., by a household member) to COVID-19 within the preceding 14 calendar days and until symptoms (e.g., fever, cough, shortness of breath, sore throat, headache) are improving.</li> <li><input checked="" type="checkbox"/> Do not exclude staff or students who have a cough that is not a new onset or worsening cough (e.g., asthma, allergies, etc.) from school. Schools may consider collecting information about existing conditions that cause coughing on intake forms.</li> <li><input checked="" type="checkbox"/> Hand hygiene on entry to school every day: wash with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol.</li> </ul>	<p><b>Screening Students:</b> Students will be visually screened by the staff. When the screening indicates that a student may be symptomatic, the student is directed to the office. *Follow established protocol from CDMP (see section 1a). Screening will include updating the cohort or individual student logs.</p> <p><b>Entry</b></p> <p><b>Elementary School</b></p> <ul style="list-style-type: none"> <li>Students enter from courtyard to classroom doors. <ul style="list-style-type: none"> <li>Students will wash hands in classroom upon entry and prior to going to breakfast</li> </ul> </li> <li>Students travel by cohort to the cafeteria for breakfast. Cohorts eat breakfast on a staggered schedule, with only one cohort eating breakfast at a time. Cleaning tables, surfaces, etc between cohorts.</li> </ul> <p><b>Middle School</b></p> <ul style="list-style-type: none"> <li>Middle school students will depart the bus or drop off area and go directly to classroom 3 via assigned entry door. <ul style="list-style-type: none"> <li>Hand sanitizer will be available at campus entry points (i.e., bus departure area, drop off area) for student use.</li> <li>Students shall sanitize hands before entering campus.</li> </ul> </li> <li>Students wash hands in room 3 before going to get breakfast.</li> <li>Students travel as a cohort to get breakfast, then go to 1st period class as a cohort.</li> </ul> <p><b>High School</b></p> <p><i>Grade 9/10 Cohort</i></p> <ul style="list-style-type: none"> <li>Grade 9/10 cohort will depart the bus or drop off area and go directly to the Commons Area via assigned entry door. <ul style="list-style-type: none"> <li>Hand sanitizer will be available at campus entry points (i.e., bus departure area, drop off area) for student use.</li> <li>Students shall sanitize hands before entering campus.</li> </ul> </li> <li>Students wash hands in Commons Area before going to get breakfast. Breakfast will be after middle school.</li> <li>Students travel as a cohort to get breakfast, then go to 1st period class as a cohort.</li> </ul> <p><i>Grade 11/12 Cohort</i></p> <ul style="list-style-type: none"> <li>Grade 11/12 cohort will depart the bus or drop off area and go directly to Room 1 via assigned entry door.</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> <li>○ Hand sanitizer will be available at campus entry points (i.e., bus departure area, drop off area) for student use.</li> <li>○ Students shall sanitize hands before entering campus.</li> <li>● Students wash hands in Room 1 before going to get breakfast. Breakfast will be after Grade 9/10 Cohort.</li> <li>● Students travel as a cohort to get breakfast, then go to 1st period class as a cohort.</li> </ul> <p><b>Screening Staff:</b></p> <ul style="list-style-type: none"> <li>● Staff are required to report to the administrator when they may have been exposed to COVID-19.</li> <li>● Staff are required to report to the administrator when they have symptoms related to COVID-19.</li> <li>● Staff members are not responsible for screening other staff members for symptoms.</li> </ul>

### 1g. VISITORS/VOLUNTEERS

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Restrict non-essential visitors. Only allow visitors if six feet of physical distance between all people can be maintained.</li> <li>☒ Visitors must wash or sanitize their hands upon entry and exit.</li> <li>☒ Visitors must wear face coverings in accordance with local public health authority and <a href="#">CDC</a> guidelines.</li> <li>☒ Screen all visitors for symptoms upon every entry. Restrict from school property any visitor known to have been exposed to COVID-19 within the preceding 14 calendar days.</li> </ul>	<p>Visitors/Volunteers will be unable to work in schools, or complete other volunteer activities that require in person interaction, at this time. Adults in schools are limited to essential personnel only.</p>

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Face coverings or face shields for: <ul style="list-style-type: none"> <li>● Staff who are regularly within 6 feet of students and/or staff. <ul style="list-style-type: none"> <li>○ This can include staff who support personal care, feeding, or instruction requiring direct physical contact.</li> <li>○ Staff who will sustain close contact and interactions with students.</li> </ul> </li> <li>● Bus drivers.</li> <li>● Staff preparing and/or serving meals.</li> </ul> </li> <li>☒ Face shields or clear plastic barriers for: <ul style="list-style-type: none"> <li>● Speech Language Pathologists, Speech Language Pathology Assistants, or other adults providing articulation therapy.</li> <li>● Front office staff.</li> </ul> </li> <li>☒ Face masks for School RNs or other medical personnel when providing direct contact care and monitoring of staff/students displaying symptoms. School nurses should also wear appropriate Personal Protective Equipment (PPE) for their role.</li> <li>☒ <b>Students who choose not to wear face coverings must be provided access to instruction.</b></li> <li>☒ <b>ADA accommodations:</b> If a staff member requires an accommodation for the face covering or face shield requirements, districts and schools should work to limit the staff member's proximity to students and staff to the extent possible to minimize the possibility of exposure.</li> </ul>	<div style="border: 2px solid blue; padding: 10px; text-align: center;">  <p><b>Face covering:</b> A cloth, paper, or disposable face covering that covers the nose and the mouth; may or may not be medical grade.</p> <p><b>Face shield:</b> A clear plastic shield that covers the forehead, extends below the chin, and wraps around the sides of the face.</p> <p><b>Clear plastic barriers:</b> A clear plastic or solid surface that can be cleaned and sanitized often.</p> </div> <p><b>Facial Shields</b>  Facial shields are <b>required</b> and will be provided for:</p> <ul style="list-style-type: none"> <li>● Bus drivers - Shield must be in use when stopped but can be lifted while driving. When not using face shield, driver should be wearing an alternative face covering.</li> </ul> <p><b>Protective Barriers or face shields</b></p> <ul style="list-style-type: none"> <li>● Front office staff</li> <li>● Speech Language Pathologists</li> </ul> <p><b>Facial Coverings</b>  <i>Facial coverings are not synonymous with facemasks.</i>  Facial coverings are <b>required</b> and will be provided for:</p> <ul style="list-style-type: none"> <li>● Child Nutrition Program staff</li> </ul>



OHA/ODE Requirements	Hybrid/Onsite Plan
	<p>Facial coverings are <b>required</b> for:</p> <ul style="list-style-type: none"> <li>• Staff providing 1:1 student support</li> <li>• OT, PT, staff supporting personal care, staff where direction requires direct physical contact</li> <li>• Nurses or designated health services providers when administering medication or providing direct services</li> </ul> <p>Facial coverings are <b>strongly encouraged</b> for staff moving throughout campus, including but not limited to:</p> <ul style="list-style-type: none"> <li>• Art teacher</li> <li>• PE Teachers</li> <li>• Counselors</li> <li>• Title 1/Special Education staff</li> <li>• Front Office Staff when working in areas other than the front office</li> <li>• Administration</li> </ul> <p>Facial coverings are <b>recommended</b> for:</p> <ul style="list-style-type: none"> <li>• All staff</li> </ul> <p>Facial covering are <b>NOT recommended</b> for:</p> <ul style="list-style-type: none"> <li>• Children under the age of 12;</li> <li>• Children of any age should not wear a face covering: <ul style="list-style-type: none"> <li>○ If they have a medical condition that makes it difficult for them to breathe with a face covering;</li> <li>○ If they experience a disability that prevents them from wearing a face covering;</li> <li>○ They are unable to remove the face covering independently; or</li> <li>○ While sleeping.</li> </ul> </li> <li>• <b><u>Face coverings cannot be required for use by children and should never prohibit or prevent access to instruction or activities</u></b></li> </ul>

### 1i. ISOLATION MEASURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Protocols for surveillance COVID-19 testing of students and staff, as well as exclusion and isolation protocols for sick students and staff whether identified at the time of bus pick-up, arrival to school, or at any time during the school day.</li> <li>☒ Protocols for assessment of students, as well as exclusion and isolation protocols for sick students and staff identified at the time of arrival or during the school day. <ul style="list-style-type: none"> <li>• Work with school nurses, healthcare providers, or other staff with expertise to determine necessary modifications to areas where staff/students will be isolated.</li> <li>• Consider required physical arrangements to reduce risk of disease transmission.</li> <li>• Plan for the needs of generally-well students who need medication or routine treatment, as well as students who may show signs of illness.</li> </ul> </li> <li>☒ 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</li> </ul>	<ul style="list-style-type: none"> <li>• Each school principal (or designee) will connect weekly with nurse on updates for plan and isolation measures taken to that point.</li> <li>• All students who become ill at school will remain at school supervised by staff until parents can pick them up in the designated isolation area (i.e., health room). <ul style="list-style-type: none"> <li>○ Students will be provided a facial covering (if they can safely wear one).</li> <li>○ Staff should wear a facial covering and maintain physical distancing, but never leave a child unattended.</li> </ul> </li> <li>• While exercising caution to maintain safety is appropriate when working with children exhibiting symptoms, it is also critical that staff maintain sufficient composure and disposition so as not to unduly worry a student or family.</li> <li>• Staff will maintain student confidentiality as appropriate.</li> <li>• Daily logs must be maintained containing the following: <ul style="list-style-type: none"> <li>○ Name of students sent home for illness, cause of illness, time of onset; and</li> <li>○ Name of students visiting the office for illness</li> </ul> </li> </ul>



OHA/ODE Requirements	Hybrid/Onsite Plan
<p>☒ <b>Full-Time Online and/or Hybrid school students:</b> Full-time students who are enrolled in school and taking online and/or hybrid courses only are reported on an FTE basis using a standard record (ADMProgTypCd = 01) as identified in the Oregon Cumulative Average Daily Membership (ADM) Manual. This is an existing policy previously used in the online setting. As such, there should not be any need to reprogram student information systems to accommodate for this change and the addition of the hybrid setting.</p> <ul style="list-style-type: none"> <li>• Note: Because the students in the online and/or hybrid setting do not regularly attend classes at the district facilities, the standard procedures for recording student days present and days absent cannot be effectively applied to those students. This will reduce accuracy of attendance data for the state while this is in effect.</li> <li>• For the purposes of section 2b of the <i>Ready Schools, Safe Learners</i> guidance, please use the following definition and clarification: <b>Online and/or Hybrid Check-in:</b> The responsibility of taking attendance must be performed by the teacher of record. “Check-ins” with appropriately licensed instructional staff are two-way communications between the student and the teacher. A check-in does not include a student leaving a message on an answering machine or sending an email that does not receive a response from the appropriately licensed instructional staff by the end of the next school day.</li> <li>• The student must check-in <b>at least</b> twice a week with their teacher(s) of record on <b>at least</b> two separate weekdays in order to be counted as present for all five days of that week.</li> <li>• If the student only checks in once during the week, the student must be counted as absent for half of the scheduled week (2.5 days, if there are 5 days scheduled in the week).</li> <li>• The student must be counted as absent for the entire week (5 days, if there are 5 days scheduled in the week) if they do not report in at all during the week.</li> <li>• Note: If a district schedule is based on a 4-day school week, the student would still need to check in twice a week as described above in order to be counted as present for the entire week (4 days) and once a week to be counted as present for half of the week (2 days).</li> <li>• Days in attendance may not be claimed for days in which the student did not have access to appropriately licensed instructional staff. The purpose of the rule regarding checking in with the teacher of record is to assure that the teacher can evaluate whether the student is making adequate progress in the course and the student has additional guaranteed opportunities to engage with a teacher. The responsibility of taking attendance must be performed by the teacher of record, not another staff member (e.g., the registrar or school secretary).</li> </ul> <p>☒ <b>Part-time students receiving online and/or hybrid instruction (not college courses):</b> Students who are not enrolled full-time and are taking online and/or hybrid courses offered by the school district or charter school are reported as large group instruction (program type 4), unless they are an ESD-registered homeschooled or private school student receiving supplemental coursework in public school, which are reported as shared time (program type 9). The district may count up to 1 hour per day per course taken, provided appropriately licensed teachers for the coursework</p>	<ul style="list-style-type: none"> <li>• Attendance policies and plans will encourage staff and students to stay home if someone in their house is sick.</li> <li>• Secretary will notify the principal when the absence rate has increased by 20% or more.</li> <li>• The principal (or designee) will report this increase to the nurse.</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
taken, are available and accessible to the student during regular business hours on each school day to be claimed. Because this is online and/or hybrid instruction, attendance is based on check-ins with the student's appropriately licensed teacher(s) of record at least two times (on different days) during the school week.	

### 2c. TECHNOLOGY

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> Update procedures for district-owned devices to match cleaning requirements (see section 2d of the <i>Ready Schools, Safe Learners</i> guidance). <input checked="" type="checkbox"/> Procedures for return, inventory, updating, and redistributing district-owned devices must meet physical distancing requirements.	<ol style="list-style-type: none"> <li>1. Conduct family technology and connectivity survey</li> <li>2. Inventory district technology and internet connectivity resources</li> <li>3. Plan for technology support and replacement, including budget</li> <li>4. Develop health protocols</li> </ol>

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<input checked="" type="checkbox"/> <b>Hand Washing:</b> All people on campus should be advised and encouraged to wash their hands frequently. <input checked="" type="checkbox"/> <b>Equipment:</b> Develop and use sanitizing protocols for all equipment used by more than one individual or purchase equipment for individual use. <input checked="" type="checkbox"/> <b>Events:</b> Cancel, modify, or postpone field trips, assemblies, athletic events, practices, special performances, school-wide parent meetings and other large gatherings to meet requirements for physical distancing. <input checked="" type="checkbox"/> <b>Transitions/Hallways:</b> Limit transitions to the extent possible. Create hallway procedures to promote physical distancing and minimize gatherings. <input checked="" type="checkbox"/> <b>Personal Property:</b> Establish policies for personal property being brought to school (e.g., refillable water bottles, school supplies, headphones/earbuds, cell phones, books, instruments, etc.). If personal items are brought to school, they must be labeled prior to entering school and use should be limited to the item owner.	<ul style="list-style-type: none"> <li>● <b>Hand Washing:</b> All students will have access to hand washing before breakfast/lunch/snack is served. Opportunity for frequent hand washing will be provided throughout the school day.</li> <li>● <b>Equipment:</b> All classroom supplies and PE equipment will be cleaned and sanitized before use by another student or cohort group.</li> <li>● <b>Safety Drills:</b> During fire drills (and all other safety drills), all cohort classes will be physically distanced during exit, recovery, and reentry procedures.</li> <li>● <b>Events:</b> Field trips will be designed virtually for the school year. All assemblies, special performances, school-wide parent meetings and other large gatherings will be cancelled, held in a virtual format, or designed in a manner that allows appropriate physical distancing to be maintained throughout.</li> <li>● <b>Transitions/Hallways:</b> Hallway traffic direction marked to show travel flow.             <ul style="list-style-type: none"> <li>○ <b>Classroom line up:</b> students line up in cohort classes outside and in the gym in designated areas, keeping more than 6 feet between cohort group/each other.                 <ul style="list-style-type: none"> <li>■ Line up areas are to be marked with visual cues to indicate adequate physical distance.</li> </ul> </li> </ul> </li> <li>● <b>Personal Property:</b> Each classroom will have a limit on the number of personal items brought in to school. A full list will be sent home prior to class starting with allowable items (e.g., refillable water bottles, school supplies, headphones/earbuds, cell phones, books, etc.). If personal items are brought to school, they must be labeled prior to entering school and not shared with other students.</li> <li>● <b>Restrooms:</b> Elementary students will use the individual bathrooms within their designated classroom. These classrooms will be cleaned daily. Middle and High School cohorts will have designated restroom schedules alleviating waiting and large groups. If this cannot be maintained, the restrooms will be cleaned multiple times throughout the day.</li> </ul>

## 2e. ARRIVAL AND DISMISSAL

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Physical distancing, stable cohorts, square footage, and cleaning requirements must be maintained during arrival and dismissal procedures.</li> <li>☒ Create schedule(s) and communicate staggered arrival and/or dismissal times.</li> <li>☒ 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).</li> <li>☒ Develop sign-in/sign-out protocol to help facilitate contact tracing:               <ul style="list-style-type: none"> <li>• Eliminate shared pen and paper sign-in/sign-out sheets.</li> <li>• Ensure hand sanitizer is available if signing children in or out on an electronic device.</li> </ul> </li> <li>☒ Install hand sanitizer dispensers near all entry doors and other high-traffic areas.</li> <li>☒ Establish and clearly communicate procedures for keeping caregiver drop-off/pick-up as brief as possible.</li> </ul>	<p><b>Screening Students:</b> Students will be visually screened by the staff upon arrival. When the screening indicates that a student may be symptomatic, the student is directed to the office. *Follow established protocol from CDMP (see section 1a). Screening will include updating the cohort or individual student logs.</p> <p><b>Entry</b></p> <p><b>All Students and Cohorts</b></p> <ul style="list-style-type: none"> <li>• Each teacher/staff member will use a sign-in/sign-out protocol to help facilitate contact tracing.           <ul style="list-style-type: none"> <li>○ Staff will fill in the information and not allow a shared pen/paper.</li> <li>○ Hand sanitizer will be available at reception to use in conjunction with arrival/dismissal and sign-in/sign-out.</li> </ul> </li> <li>• Handwashing stations or hand sanitizer dispensers will be placed near all entry doors and other high-traffic areas.</li> <li>• Share with families the need to keep drop-off/pick-up interactions as brief as possible.</li> <li>• Mark specific areas and designate one-way traffic flow for transitions of traffic for vehicles and on-foot.</li> </ul> <p><b>Elementary School</b></p> <ul style="list-style-type: none"> <li>• Students enter from courtyard to classroom doors.</li> <li>• Students will wash hands in classroom upon entry.</li> </ul> <p><b>Middle School</b></p> <ul style="list-style-type: none"> <li>• Middle school students will depart the bus or drop off area and go directly to classroom 3 via assigned entry door.           <ul style="list-style-type: none"> <li>○ Hand sanitizer will be available at campus entry points (i.e., bus departure area, drop off area) for student use.</li> <li>○ Students shall sanitize hands before entering campus.</li> </ul> </li> <li>• Students wash hands in room 3.</li> </ul> <p><b>High School</b></p> <p><i>Grade 9/10 Cohort</i></p> <ul style="list-style-type: none"> <li>• Grade 9/10 cohort will depart the bus or drop off area and go directly to Commons area via assigned entry door.           <ul style="list-style-type: none"> <li>○ Hand sanitizer will be available at campus entry points (i.e., bus departure area, drop off area) for student use.</li> <li>○ Students shall sanitize hands before entering campus.</li> </ul> </li> <li>• Students wash hands in Commons Area.</li> </ul> <p><i>Grade 11/12 Cohort</i></p> <ul style="list-style-type: none"> <li>• Grade 11/12 cohort will depart the bus or drop off area and go directly to Room 1 via assigned entry door.           <ul style="list-style-type: none"> <li>○ Hand sanitizer will be available at campus entry points (i.e., bus departure area, drop off area) for student use.</li> <li>○ Students shall sanitize hands before entering campus.</li> </ul> </li> <li>• Students wash hands in Room 1.</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
	<p><b>Screening Staff:</b></p> <ul style="list-style-type: none"> <li>• Staff are required to report to the administrator when they may have been exposed to COVID-19.</li> <li>• Staff are required to report to the administrator when they have symptoms related to COVID-19.</li> <li>• Staff members are not responsible for screening other staff members for symptoms.</li> </ul> <p><b>Dismissal</b></p> <p><i>Pre-Kindergarten</i></p> <ul style="list-style-type: none"> <li>• Students in Pre-Kindergarten will stay in a single stable continuous cohort throughout the day, unless individual students have specific needs requiring otherwise (e.g, receiving SLP services).</li> <li>• The Pre-Kindergarten teacher will walk this cohort to dismissal maintaining appropriate physical distancing.</li> <li>• Upon release all students in the Pre-Kindergarten cohort will go directly to their bus or departure point from campus.</li> </ul> <p><i>All other Cohorts</i></p> <ul style="list-style-type: none"> <li>• Students will remain in their assigned cohort at the end of day until released by intercom.</li> <li>• Cohorts will be individually released by an announcement over the intercom one cohort at a time.</li> <li>• Upon release all students in the cohort will go directly to their bus or departure point from campus.</li> </ul>

## 2f. CLASSROOMS/REPURPOSED LEARNING SPACES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ <b>Seating:</b> Rearrange student desks and other seat spaces to at least six feet apart; assign seating so students are in the same seat at all times.</li> <li>☒ <b>Materials:</b> Avoid sharing of community supplies when possible (e.g., scissors, pencils, etc.). Clean these items frequently. Provide hand sanitizer and tissues for use by students and staff.</li> <li>☒ <b>Hand Washing:</b> Remind students through signage and regular reminders from staff of the utmost importance of hand hygiene and respiratory etiquette. Respiratory etiquette means covering coughs and sneezes with an elbow or a tissue. Tissues should be disposed of and hands washed or sanitized immediately. <ul style="list-style-type: none"> <li>• Hand wash with soap and water for 20 seconds or use an alcohol-based hand sanitizer with 60-95% alcohol.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Seating:</b> Rearrange student desks and tables to at least six feet apart; assign seating so students are in the same seat at all times.</li> <li>• <b>Materials:</b> Each classroom will limit sharing of community supplies when possible (e.g., scissors, pencils, etc.). If needed to share, these items will be cleaned frequently. Hand sanitizer and tissues will be available for use by students and staff.</li> <li>• <b>Hand Washing:</b> Students will wash hands before each meal and frequently throughout the day.</li> <li>• <b>Respiratory Etiquette:</b> School staff will consistently teach and reinforce the need for ongoing respiratory etiquette.</li> <li>• <b>Furniture:</b> All upholstered furniture and soft seating has been removed from the school building.</li> <li>• <b>Classroom Procedures:</b> All PK-6 classes will use an assigned cubby or storage spaces for individual student belongings; Middle and High school students will carry personal belongings. Shared restroom/hall passes will not be used. All shared spaces (e.g., computer lab, library, gymnasium) will be cleaned between cohort use.</li> <li>• <b>Seating:</b> Each class and hallway will have visual aids (e.g., painter's tape, stickers, etc.) to illustrate traffic flow, appropriate spacing, assigned seating areas.</li> </ul>

OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> <li>● <b>Environment:</b> When possible, windows will be open in the classroom before students arrive and after students leave. Each classroom will hold classes outside when possible and encourage students to spread out.</li> </ul>

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Keep school playgrounds closed to the general public until park playground equipment and benches reopen in the community (see Oregon Health Authority's <a href="#">Specific Guidance for Outdoor Recreation Organizations</a>).</li> <li>☒ Students must wash hands before and after using playground equipment.</li> <li>☒ Designate playground and shared equipment solely for the use of one cohort at a time. Disinfect between sessions and between each group's use.</li> <li>☒ Cleaning requirements must be maintained (see section 2j of the <b>Ready Schools, Safe Learners</b> guidance).</li> <li>☒ Maintain physical distancing requirements, stable cohorts, and square footage requirements.</li> <li>☒ Upon reopening, deep clean playground equipment and benches.</li> <li>☒ Provide signage and restrict access to outdoor equipment (including sports equipment, etc.).</li> <li>☒ Design recess activities that allow for physical distancing and maintenance of stable cohorts.</li> <li>☒ Clean all outdoor equipment between cohorts.</li> </ul>	<ul style="list-style-type: none"> <li>● Playground(s) will remain closed for public use. School will post adequate signs sharing this information with the public. At that point, classes may use the playground for recess on a staggered schedule throughout the school day.</li> <li>● All playground structures will be disinfected daily and in between each cohort group. <ul style="list-style-type: none"> <li>○ Playground supplies: Each cohort group will use their own playground supplies (e.g., balls, jump ropes, etc.).</li> </ul> </li> <li>● Students must wash hands before and after using playground equipment.</li> <li>● Cleaning requirements must be maintained; refer to section 3j.</li> <li>● Recess activities will be planned to support physical distancing and maintain stable cohorts. This can include limiting the number of students on one piece of equipment, at one game, etc.</li> <li>● Given the lessened capacity for equipment use due to cohorting and physical distancing requirements, teachers will need to set expectations for shared use of equipment by students and may need to support students with schedules for when specific equipment can be used.</li> </ul>

## 2h. MEAL SERVICE/NUTRITION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Include meal services/nutrition staff in planning for school reentry.</li> <li>☒ Staff serving meals must wear face shields or face covering (see section 1h of the <b>Ready Schools, Safe Learners</b> guidance).</li> <li>☒ Students must wash hands before meals and should be encouraged to do so after.</li> <li>☒ Appropriate daily cleaning of meal items (e.g., plates, utensils, transport items) in classrooms where meals are consumed.</li> <li>☒ Cleaning and sanitizing of meal touch-points and meal counting system between stable cohorts.</li> <li>☒ Adequate cleaning of tables between meal periods.</li> </ul>	<p><b>Elementary School Breakfast</b></p> <ul style="list-style-type: none"> <li>● Students enter from courtyard to classroom doors. <ul style="list-style-type: none"> <li>○ Students will wash hands in classroom upon entry and prior to going to breakfast</li> </ul> </li> <li>● Students travel by cohort to the cafeteria for breakfast. Cohorts eat breakfast on a staggered schedule, with only one cohort eating breakfast at a time. Cleaning tables, surfaces, etc between cohorts.</li> </ul> <p><b>Lunch</b></p> <ul style="list-style-type: none"> <li>● PK Cohort will eat lunch in classroom.</li> <li>● Students wash hands in classroom before going to lunch. All lunch schedules will be staggered and sit at assigned tables at least six feet apart, in separate cohorts.</li> <li>● Kindergarten goes to lunch as a cohort, goes through lunch line, and sit at KG table with 6 feet distance. <ul style="list-style-type: none"> <li>○ After lunch KG cohort goes to assigned playground.</li> </ul> </li> <li>● Grades 1/2 Cohort goes to lunch as a cohort, go through the lunch line, and sit at 1/2 table with 6 feet distance <ul style="list-style-type: none"> <li>○ After lunch 1/2 cohort goes to assigned playground.</li> </ul> </li> <li>● Grades 3/4 Cohort goes to assigned playground at start of lunch, then to lunch after KG and 1/2 cohorts finish lunch.</li> <li>● Grades 5/6 Cohort goes to assigned playground at start of lunch after KG and 1/2 cohorts finish lunch.</li> </ul>

**OHA/ODE Requirements****Hybrid/Onsite Plan****Middle School****Breakfast**

- Middle school students will depart the bus or drop off area and go directly to classroom 3 via assigned entry door.
  - Hand sanitizer will be available at campus entry points (i.e., bus departure area, drop off area) for student use.
  - Students shall sanitize hands before entering campus.
- Students wash hands in room 3 before going to get breakfast.
- Students travel as a cohort to get breakfast, then go to 1st period class as a cohort.

**Lunch**

- Middle school students will be scheduled in Room 3 before lunch. Students will wash hands in Room 3 before going to lunch.
- Middle school students will travel to lunch as a cohort, go through the lunch line, and sit in their assigned lunch location, with appropriate physical distancing.
- After eating, students clean up within the same assigned area and exit to recess.

**Middle School Lunch Cohorts**

- 7th Grade to eat in assigned area (9 people)
- 8th Grade will eat lunch in assigned area (12 people)
- Students will be served from the food serving area by cohort, with cleaning between cohorts.

**High School****Breakfast***Grade 9/10 Cohort*

- Grade 9/10 cohort will depart the bus or drop off area and go directly to the Commons Area via assigned entry door.
  - Hand sanitizer will be available at campus entry points (i.e., bus departure area, drop off area) for student use.
  - Students shall sanitize hands before entering campus.
- Students wash hands in Commons Area before going to get breakfast. Breakfast will be after middle school.
- Students travel as a cohort to get breakfast, then go to 1st period class as a cohort.

*Grade 11/12 Cohort*

- Grade 11/12 cohort will depart the bus or drop off area and go directly to Room 1 via assigned entry door.
  - Hand sanitizer will be available at campus entry points (i.e., bus departure area, drop off area) for student use.
  - Students shall sanitize hands before entering campus.
- Students wash hands in Room 1 before going to get breakfast. Breakfast will be after Grade 9/10 Cohort.
- Students travel as a cohort to get breakfast, then go to 1st period class as a cohort.

**Lunch***Grade 9/10 Cohort*



OHA/ODE Requirements	Hybrid/Onsite Plan
	<ul style="list-style-type: none"> <li>• Grade 11/12 cohort will be scheduled in Room 1 prior to lunch. Students will wash hands in Room 1 or assigned cohort restroom before going to lunch.</li> <li>• Students travel as a cohort to get lunch, then eat at assigned space maintaining appropriate physical distancing.</li> <li>• After lunch, students use the Girls' Locker Room Side of the gymnasium.</li> </ul> <p><i>Grade 11/12 Cohort</i></p> <ul style="list-style-type: none"> <li>• Grade 11/12 cohort will wash hands in the Commons Area or assigned cohort restroom before going to lunch.</li> <li>• Lunch will be after Grade 9/10 Cohort.</li> <li>• Students travel as a cohort to get lunch, then eat at assigned space maintaining appropriate physical distancing.</li> <li>• After lunch, students return to Commons Area or use the Boys' Locker Room Side of the gymnasium.</li> </ul> <p><b>High School Lunch Cohorts</b></p> <ul style="list-style-type: none"> <li>• All students will have lunch at the same time</li> <li>• Grades 9/10: Eat in assigned area (1 adult to monitor) <ul style="list-style-type: none"> <li>○ Served first as a cohort, then move to assigned area</li> <li>○ Serving area cleaned after students are served</li> </ul> </li> <li>• Grades 11/12: Eat in Commons Area (1 adult to monitor) <ul style="list-style-type: none"> <li>○ Served after area is cleaned following 9/10 getting lunch</li> </ul> </li> <li>• Cohorts will be maintained by physical distancing even in break period after lunch (9/10 on one end of gymnasium, 11/12 on other end of gymnasium)</li> </ul>

## 2i. TRANSPORTATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <li>☒ Include transportation departments (and associated contracted providers, if used) in planning for return to service.</li> <li>☒ Buses/trains and transit stations are cleaned frequently. Conduct targeted cleanings between routes, with a focus on disinfecting frequently touched surfaces of the bus (see section 2j of the <b>Ready Schools, Safe Learners</b> guidance).</li> <li>☒ Develop protocol for loading/unloading that includes visual screening for students exhibiting symptoms and logs for contact-tracing. <ul style="list-style-type: none"> <li>• If a student displays symptoms, provide a face shield or face covering and keep student at least 6 feet away from others. Continue transporting the student. <ul style="list-style-type: none"> <li>○ If arriving at school, notify staff to begin isolation measures.</li> <li>○ If transporting for dismissal and the student displays an onset of symptoms, notify the school.</li> </ul> </li> </ul> </li> <li>☒ 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.</li> <li>☒ Drivers wear face shields or their equivalent.</li> <li>☒ Inform parents/guardians of practical changes to transportation service (i.e., physical distancing at bus stops and while loading/unloading, potential for increased route time due to additional precautions, sanitizing practices, and face coverings).</li> </ul>	<ul style="list-style-type: none"> <li>• Bus drivers are <b>required</b> to use facial shields. Facial shields will be provided for drivers. Shield must be in use when stopped but can be lifted while driving. When not using face shield, the driver should be wearing an alternative face covering.</li> <li>• Each bus driver/staff will be required to: <ul style="list-style-type: none"> <li>○ Visually screen students for illness <ul style="list-style-type: none"> <li>▪ follow entry and screening procedures</li> </ul> </li> <li>○ Maintain logs for contact-tracing using procedures from 1a above.</li> </ul> </li> <li>• Each bus will have: <ul style="list-style-type: none"> <li>○ the recommend three (3) feet of physical distance between passengers</li> <li>○ the recommended six (6) feet of physical distance between the driver and passengers (except during boarding and in assisting those with mobility devices); reinforce this requirement by cordoning off seats as appropriate.</li> </ul> </li> <li>• Use visual cues (e.g., floor decals, colored tape or signs) to discourage students from standing and sitting within three (3) feet of other passengers, drivers and other transit employees on the bus.</li> <li>• Clean and sanitize buses between cohort routes.</li> <li>• Meet 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.</li> </ul>





