



OPERATIONAL BLUEPRINT FOR SCHOOL REENTRY 2020-21

Updated 7/22/2020

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	Seven Peaks School
Key Contact Person for this Plan	Sam Adams
Phone Number of this Person	(541) 382-7755 x 105
Email Address of this Person	sadams@sevenpeaksschool.org
Sectors and position titles of those who informed the plan	Sam Adams, PhD Head of School (HOS) Laurie Davingon, MD, MPH, Parent Kristine Traustason, MD, Board of Directors Jenny Hapgood, MPH, Parent Mike Wanger, 1st grade teacher Mariah McTeer, Preschool Teacher Kristen Brannen, Pre-Kindergarten Teacher Rodney Kopish, Middle School Science Teacher Kent Chapple, IT Director Emily Fridae, Office Manager
Local public health office(s) or officers(s)	Deschutes County Health Service
Name of person Designated to Establish, Implement and Enforce Physical Distancing Requirements	Sam Adams, Head of School
Intended Effective Dates for this Plan	Not before Sept 1, 2020 or as permitted by state guidance

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.

ESD Region	High Desert ESD
------------	-----------------

2. 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.

We established a COVID-19 Task Force that included members from all the constituent groups of the school, including public health experts, infectious disease experts, and educational leaders.

3. Indicate which instructional model will be used.

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., page 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 3-16 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.

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.

Describe how your school's model aligns to the Comprehensive Distance Learning Guidance. In completing this part of the Blueprint you are attesting that you have reviewed the Comprehensive Distance Learning Guidance. Please name any requirements you need ODE to review for any possible accommodations.

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.*



1. Public Health Protocols

1a. COMMUNICABLE DISEASE MANAGEMENT PLAN FOR COVID-19

OHA/ODE Requirements	Hybrid/Onsite Plan
✓ Implement measures to limit the spreads of COVID-19 within the school setting.	Required Staff Education and Training All staff have been educated on health and safety practices including: <ul style="list-style-type: none"> • Prevention of infection and spread of disease • Hand washing • Hygiene • Personal protective equipment including face coverings • Signs and symptoms of coronavirus infection • Avoid the touching of one's eyes, nose, and mouth. • Limiting close contact with others as much as possible and maintaining at least six feet of separation. • Coughing and sneezing etiquette. • Safely using cleaners and disinfectants on surfaces and objects. • The importance of staying home if individuals have a frequent cough, sneezing, fever, or difficulty breathing. • The employer’s plan and procedures to follow when children become sick at the facility. • The employer’s plan and procedures to protect children, families and employees from COVID-19 illness. •

<ul style="list-style-type: none"> ✓ Update written Communicable Disease Management Plan to specifically address the prevention of the spread of COVID-19. ✓ Designate a person at each school to establish, implement and enforce physical distancing requirements, consistent with this guidance and other guidance from OHA. ✓ 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. ✓ 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. ✓ Protocol to notify the local public health authority (LPHA Directory by County) of any confirmed COVID-19 cases among students or staff. ✓ Plans for systematic disinfection of classrooms, offices, bathrooms and activity areas. ✓ Process to report to the LPHA any cluster of any illness among staff or students. ✓ Protocol to cooperate with the LPHA recommendations and provide all logs and information in a timely manner. 	<p>Communicable Disease Management Plan:</p> <ul style="list-style-type: none"> • A COVID-19 specific Communicable Disease Plan has been developed and is available upon request. <p>Designated Staff</p> <ul style="list-style-type: none"> • Dr. Sam Adams, Head of School, will implement and enforce the requirements of the plan. <p>Medical Advisors</p> <ul style="list-style-type: none"> • Laurie D’Avingon, MD, MPH • Kristine Traustason, MD • Jenny Haggood, MPH <p>Staff Training</p> <ul style="list-style-type: none"> • Staff will be provided copy of school wide communicable disease plan • Staff will be provided with “Ready Schools, Safe Learners” document • Prior to in-person learning, all staff will participate in professional development focused on implementing the Blueprint both in classrooms and across the school facility. Special attention will be paid to prevention of disease spread and effective management of cases if they should arise. <p>In the event of a suspected or confirmed case of COVID-19:</p> <ul style="list-style-type: none"> • Parent or designated emergency contact will be notified. • Deschutes County Health Department will be notified at 541-322-7418. • School community will be informed and advised of actions taken that have a direct impact on the school, and as directed by the local health authority. <p>Systematic Disinfection</p> <ul style="list-style-type: none"> • Sanitizing will be done in accordance with, or more often than, the Recommended Cleaning Schedule for Emergency Child Care Settings provided by the Oregon Health Department, Oregon Department of Education Early Learning Division, and approved by governor Kate Brown. Details of schedule available at https://oregonearlylearning.com/wp-content/uploads/2020/03/Sanitation-Recommendation-and-Cleaning-Schedule-for-Emergency-Childcare_OHAApproved_FINAL3.30.30.pdf <p>Disease Cluster Reporting</p> <ul style="list-style-type: none"> • A disease cluster in a congregate community setting such as a school will be defined as three or more laboratory-confirmed COVID-19 cases in different households in a cluster of acute illnesses compatible with COVID-19 with onset within a 14-day period. • Clusters of illness will be reported to Deschutes County Health Services at 541-322-7418. <p>Provision of logs to Deschutes County Health Services</p> <ul style="list-style-type: none"> • At the request of the Deschutes County Health Services, logs and records kept by the school will be made immediately available through fax communication to the department.
---	---

✓ Protocol for screening students and staff for symptoms (see section 1f of the **Ready Schools, Safe Learners** guidance).

✓ Protocol to isolate any ill or exposed persons from physical contact with others.

✓ Protocol for communicating potential COVID-19 cases to the school community and other stakeholders (see section 1e of the **Ready Schools, Safe Learners** guidance).

✓ 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](#).

- 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.

✓ Required components of individual daily student/cohort logs include:

- Child's name Drop off/pick up time
- Parent/guardian name and emergency contact information
- All staff (including itinerant staff, substitutes, and guest teachers) names and phone numbers who interact with a stable cohort or individual students.

Screening for Symptoms Health screenings will be required during the student drop off process. Health screenings will contain, but not be limited to the following:

- No touch temperature check
- Symptom check: Cough, shortness of breath, fatigue, muscle/body aches, headache, loss of taste or smell, sore throat, congestion, runny nose, nausea, vomiting, or diarrhea.
- Has your child had any medication in the last 6 hours?
- Has your child or family members been exposed to suspected or confirmed COVID-19 cases? If so, when?
- Does your child or anyone in your immediate family have a pending COVID-19 test?

Isolation Protocol

- If a child or staff member develops a cough, fever, or shortness of breath they will be placed in the private room Health Services Office with the door shut.
- A staff member will monitor the person visually through a window.
- Staff will contact the child's parent/guardian or staff member's emergency contact for immediate pick up.
- EMS will be activated for an individuals in respiratory distress

Communication Plan

- The head of school (Dr. Sam Adams) or designated staff member will notify families and stakeholders of potential COVID1-9 cases within the school through a standard letter sent via email.

Daily Logs for Contact Tracing

- Students will remain in stable cohorts throughout the day so the student attendance log will be integrated with the arrival/drop-off log to facilitate contact tracing.

Components of Log:

Each log contains the following information for a stable cohort

- Faculty and staff who come into contact with the cohort, including contact information.
- Student name as appears in official enrollment documents
- Parent or guardian name who dropped off student and contact information
- Date of attendance
- Time of drop off and pick up
- Temperature reading at arrival
- Answers to symptom check questions.
- Answers to medication check question.
- Answers to COVID-19 exposure questions.
- Logs will be maintained for all cohorted programs.

<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. ✓ Protocol to respond to potential outbreaks (see section 3 of the <i>Ready Schools, Safe Learners</i> guidance). 	<ul style="list-style-type: none"> • All students at the school facility will be part of a stable cohort and logged in and out each day. <p>Maintenance of Logs:</p> <ul style="list-style-type: none"> • The daily logs will be maintained for a minimum of 4 weeks in order to assist DCH with contact tracing if needed. • At the end of each day they will be stored in the office at the direction of the office manager, Emily Fridae, for reference as needed. <p>Not Applicable: single building</p> <p>Deschutes County Health consultation:</p> <ul style="list-style-type: none"> • All suspected/confirmed cases or clusters of COVID-19 will be reported to Deschutes County Health Services at 541-322-7418. • Initial report will be made directly to the office of the Head of School. • The Head of School or his deputy will directly report to the LPHA (DCH). • Guidance regarding disinfection and closure will be requested and coordinated with DCH. <p>Protocol to Respond to Potential Outbreaks</p> <ul style="list-style-type: none"> • Protocol to respond to potential outbreaks has been established and is outlined in section 3 of document.
--	--

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. <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, 	<ul style="list-style-type: none"> • Some children are at increased risk of developing COVID-19 or are at increased risk for severe illness from COVID-19. Children with underlying medical conditions to include cancer, chronic lung disease, chronic kidney disease, liver disease, obesity, sickle cell disease, diabetes and immunosuppressive conditions or therapies might be at a higher risk for severe disease than the general population and may need to take additional precautions with regard to school re-entry. • Seven Peaks does not provide services to medically fragile, complex or fragile or nursing dependent students. • Individual student needs will be addressed through discussion with parents, caregivers, school counselor, school learning specialist. • Students in high risk groups have the option to participate in distance learning. • No student will be excluded from instruction due to health problems. • Seven Peaks does not employ a school nurse. • Seven Peaks does not provide services to medically complex/fragile students who require on-site medical assistance.

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.
- 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:
 - 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"> ✓ 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. ✓ Support physical distancing in all daily activities and instruction, maintaining at least six feet between individuals to the maximum extent possible. ✓ 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. ✓ 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). ✓ Plan for students who will need additional support in learning how to maintain physical distancing requirements. Provide instruction; don't employ punitive discipline. ✓ Staff should maintain physical distancing during all staff meetings and conferences, or consider remote web-based meetings. 	<ul style="list-style-type: none"> ● Rooms have been measured and cohort size determined by the 35 square feet per person rule. ● Staff gatherings and meetings are physically structured according to the same rule. ● All instruction, activities, and meetings will, to the maximum extent possible, adhere to the 6-foot rule. ● Five different building entrances will be utilized throughout the day to prevent cohorts from intermixing. ● Daily schedule and classroom assignments are adjusted to maintain appropriate social distance between all people in the building. ● Onsite school counselor and learning specialist are tasked with assisting students who need help learning to follow physical distancing requirements.

1d. COHORTING

OHA/ODE Requirements	Hybrid/Onsite Plan
----------------------	--------------------

<ul style="list-style-type: none"> ✓ Where feasible, establish stable cohorts: 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"> • The smaller the cohort, the less risk of spreading disease. As cohort groups increase in size, the risk of spreading disease increases. ✓ 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 should plan to limit cohort sizes to allow for efficient contact-tracing and minimal risk for exposure. ✓ Each school must have a system for daily logs to ensure contact tracing among the cohort (see section 1a of the <i>Ready Schools, Safe Learners</i> guidance). ✓ Minimize interaction between students in different stable cohorts (e.g., access to restrooms, activities, common areas). Provide access to All Gender/Gender Neutral restrooms. ✓ Cleaning and wiping surfaces (e.g., desks, door handles, etc.) must be maintained between multiple student uses, even in the same cohort. ✓ Design cohorts such that all students (including those protected under ADA and IDEA) maintain access to general education, grade level learning standards, and peers. ✓ Staff who interact with multiple stable cohorts must wash/sanitize their hands between interactions with different stable cohorts. 	<ul style="list-style-type: none"> • Children will be assigned to a grade level cohort with a cap cohort size of 18 students. This allows for each person in the classroom to have 35 square feet of space. Where possible, smaller cohorts will be established. • Daily logs shall be kept to insure proper contact tracing among cohort groups. • There will be minimal interactions between students from different stable cohorts (e.g. restroom access and common areas). • Cohorts will be stable and maintained through specials classes and during outside time. Specials teachers will be maneuvering to each cohort. • Specials teachers and any other staff that interact with multiple cohorts must wash/sanitize their hands between interactions with different stable groups. • Cleaning and wiping of surfaces must be maintained between multiple student uses. This includes multiple uses of the same cohort. <p>NOTE: Due to the instructional model used, there is not a need for cohorts in Special Education services, EL services.</p>
---	---

1e. PUBLIC HEALTH COMMUNICATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ✓ 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. ✓ Develop protocols for communicating with students, families and staff who have come into close contact with a confirmed case. <ul style="list-style-type: none"> • The definition of exposure is being within 6 feet of a COVID-19 case for 15 minutes (or longer). ✓ 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. ✓ Provide all information in languages and formats accessible to the school community. 	<ul style="list-style-type: none"> • A letter of communication to all staff will be shared prior to the start of in-person instruction informing them of all measures being taken to prevent the spread of disease. • Updates to the plan will be communicated each week in weekly staff meetings (socially distanced in-person, or through online conferencing). • All students, families, and staff who have come into close contact with a confirmed case of COVID-19 must be immediately contacted by phone call from the front office. <ul style="list-style-type: none"> ○ Office staff will continue to attempt to make contact until able to speak directly to families or staff who have been in close contact. ○ Office staff must simultaneously contact DCH and provide them with the information needed. • When a case of COVID-19 is diagnosed in the school, the Head of School will send out a community-wide email addressing the situation and informing the community of steps that need to be taken. • Any and all communication will follow DCH instructions and will avoid communicating identifying information of the diagnosed individual. • If there are specific language needs in the community, resources will be made available to facilitate clear communication.

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 (of greater than 100.4°F) or chills, shortness of breath, or difficulty breathing. 	<p>Screening Students</p> <ul style="list-style-type: none"> • Each grade level (cohort) will have a specific drop off location. • Parents/Caregivers must wear a mask when dropping their child off for school. • Upon drop off, students' temperatures will be immediately taken before leaving the car. If a student's temperature is

<ul style="list-style-type: none"> 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. More information about COVID-19 symptoms is available from CDC. In addition to COVID-19 symptoms, students should be excluded from school for signs of other infectious diseases, per existing school policy and protocols. See pages 9-12 of OHA/ODE Communicable Disease Guidance. 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 Other severe symptoms <p>√ 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.</p> <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. They must remain home until 72 hours after fever is gone (without use of fever reducing medicine) and other symptoms are improving. <p>√ 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 within the preceding 14 calendar days.</p> <p>√ Staff or students with a chronic or baseline cough that has worsened or is not well-controlled with medication should 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.</p> <p>√ 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>	<p>100.4 or higher, they will be excluded from school for at least 72 hours after the fever is gone.</p> <ul style="list-style-type: none"> Each cohort will be assigned an entrance point (i.e specific door) to the school building. Students will go directly to their cohort classroom through their assigned entry door. Staff will be present at each entry point to visually scan students for symptoms. When the screening indicates that a student may be symptomatic, the student is taken directly to the front office health room. Hand Sanitizer will be available at campus entry points (i.e. entry doors to school building) for student, staff and volunteer use. Students shall sanitize hands or utilize classroom sink stations to wash hands upon arrival. <p>Screening Staff</p> <ul style="list-style-type: none"> Staff are required to self-report their own status each morning and include it with acknowledgement of their attendance in the log for the cohort to which they are assigned. Staff are required to report to an administrator when they have been exposed to COVID-19. Staff are required to report to an administrator when they have symptoms related to COVID-19. Staff are required to report to an administrator if they have a pending covid test and/or anyone in their immediate family has a pending covid test. Staff members are not responsible for screening other staff members. <p>Entry</p> <p>Primary School (drop off 7:45 a.m.)</p> <ul style="list-style-type: none"> PS-2nd grades will be dropped off at the lower lot with cohort and classroom teacher. 3rd-5th grades will be dropped off in the upper parking lot with their cohort and classroom teacher. Upon drop off, each student will be screened for symptoms of COVID-19 before exiting their car. Students will remain in their cohort, socially distanced, with their teacher until 8:00 a.m. at which time students will proceed through their assigned entrance point (i.e. specific door) and go directly to their cohort classroom. Physical distancing will be monitored and enforced. <p>Middle School (drop off at 8:00 a.m.)</p> <ul style="list-style-type: none"> 6th-8th grade students will be dropped off between 8:00-8:15 a.m. Upon drop off, each student will be screened for symptoms of COVID-19 before exiting their car. Students will remain in their designated cohort area with a staff member until 8:15 a.m at which time students will proceed through their designated entrance point (i.e. specific door) and go directly to their cohort classroom. <p>Important Note: Families with students in both primary and middle school may drop off multiple children at one designated area. All children will need to be screened at time of drop off and middle school students will need to walk to their designated cohort area.</p> <p>Logging for Contact Tracing</p> <ul style="list-style-type: none"> Staff assigned to each cohort will need to maintain contact tracing logs with information about each student who entered the facility.
--	--

	<p>Ongoing</p> <ul style="list-style-type: none"> • Parents will need to report actual symptoms when reporting to the school about a sickness related absence. • Any staff or student that has been exposed to COVID-19 will not be allowed on campus until 14 calendar days have passed and symptoms are improving. Staff and children must also be fever free for 72 hours without fever reducing medication. • Do not exclude staff or students who have other symptoms that are chronic or baseline symptoms (e.g., asthma, allergies, etc.) from school. • 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 considered symptomatic of COVID-19.
--	--

1g. VISITORS/VOLUNTEERS

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ✓ Restrict non-essential visitors. Only allow visitors if six feet of physical distance between all people can be maintained. ✓ Visitors must wash or sanitize their hands upon entry and exit. ✓ Visitors must wear face coverings in accordance with OHA and CDC guidelines. ✓ 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. 	<ul style="list-style-type: none"> • Seven Peaks School relies on volunteers for essential services. • Only volunteers who commit to following this Blueprint will be permitted to enter the building. • All volunteers and essential visitors will be required to sign an entry log before entering the building beyond the front desk. The log will include the following: <ul style="list-style-type: none"> ○ Name, contact info. ○ Time of entry and exit ○ Building locations visited ○ Temperature at time of entry. ○ Statement indicating they are symptom free. ○ Statement indicating they have no known contact with COVID-19 positive persons or a pending COVID-19 test. ○ Cohort which they will join. ○ Office approval • All visitors will wash or sanitize hands immediately upon entry. • All visitors will wear a face mask during their time in the building or outside the building with students or staff. • All visitors will be required to practice social distancing while on school grounds and anytime they are with students, faculty, or staff.

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

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ✓ Face coverings or face shields for all staff, contractors, other service providers, or visitors or volunteers following CDC guidelines Face Coverings. ✓ Face coverings or face shields for all students in grades Kindergarten and up following CDC guidelines Face Coverings. ✓ If a student removes a face covering, or demonstrates a need to remove the face covering for a short-period of time, the school/team must: ✓ 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. <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 should work to limit the student's proximity to students and staff to the extent possible to minimize the possibility of exposure. Appropriate accommodations could include: 	<p>Face mask: All school staff, visitors, and students in grades Kindergarten through 8th grade will be required to wear a face covering</p> <ul style="list-style-type: none"> • "Face mask" means a face covering or shield that covers the nose and mouth. • "Face covering" means a cloth, paper, or disposable face covering that covers the nose and the mouth. • "Face shield" means a clear plastic shield that covers the forehead, extends below the chin, and wraps around the sides of the face. <p>Face mask removal: If a face mask is removed by a person, staff and administration will follow this protocol;</p> <ul style="list-style-type: none"> • Within the first week of school, students will be instructed by teachers regarding how to properly wear a face mask, why they need to wear a face mask, and what to do if their mask is removed or damaged in any way. • If a face mask is removed during the school day; teachers and staff will

- 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 should 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, doctor's orders to not wear face coverings, or other health related concerns, schools/districts **must not** deny access to On-Site instruction.

✓ Schools and districts must comply with the established IEP/504 plan prior to the closure of in-person instruction in March of 2020.

- 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:
 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. Placement determinations cannot be made due solely to the inability to wear a face covering.
 3. Plans should include updates to accommodations and modifications to support students.
- 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:
 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.
 - 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 on-site instruction, on-site instruction with accommodations, or Comprehensive Distance Learning.

✓ Districts must consider child find implications for students who are not currently eligible for, or receiving services under, a 504/IEP who demonstrate an inability to consistently wear a face covering or face shield as required. 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.

- Provide space away from others while the face covering is removed; students will not be left unsupervised
- 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.

- Face masks for administration: Face coverings or shields will be worn by school administration responsible for providing direct contact care and monitoring of staff/students displaying symptoms.

- Face coverings may be removed during outside time; recess or structured class time; when six feet distancing can be maintained.
 - If distancing cannot be maintained due to play time or specific games, lining up, masks will be worn

Facial covering are NOT recommended when a person

- has a medical condition that makes it difficult for them to breathe with a face covering;
- has a disability that prevents them from wearing a face covering;
- is unable to remove the face covering independently
- wearing one prohibit or prevent access to instruction or activities
- Seven Peaks School will review requests for abstaining from wearing a face covering or mask as determined by CARE plans that define a medical or clinical diagnosis limiting a student's ability to wear a face covering
 - Students not presently on CARE plans will have meetings to establish a CARE plan to provide support and access to educational services
 - Staff members unable to wear face coverings will report to administration and provide medical documentation for their needs
 - Staff unable to wear face coverings will be limited in their ability to be present with cohorts. Alternative arrangements will be worked out on a case by case basis supporting student health and safety.

√ 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.

1i. ISOLATION MEASURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<p>✓ 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>✓ 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. • 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. <p>✓ 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 six feet) should 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 should be properly removed and disposed of prior to exiting the care space. • After removing PPE, hands should 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 should 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>✓ Establish procedures for safely transporting anyone who is sick to their home or to a health care facility.</p> <p>✓ 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.</p>	<p>Isolation protocol for students and staff showing symptoms of sickness</p> <ul style="list-style-type: none"> • For screening protocol, see section 1f above. • Students who arrive at school with symptoms of a sickness will immediately be sent home with the parent or guardian who dropped them off. Health screening will be completed before the parent or guardian leaves the premises. • Seven Peaks School does not offer bus pick-up or drop-off. • Students who show symptoms of sickness after they have arrived at school will be escorted to the Health Services room and isolated from other students and staff. Parents or guardians will be contacted and the student will be sent home. • Travel home or to a care facility is solely the responsibility of the parent or guardian. Staff members will not transport sick students. If the sickness is an emergency, staff will call 911 and request an ambulance. • Students will be gently informed of why they are being placed in isolation and every effort will be made to provide comfort and reassurance. • Whenever possible, and if it is safe, sick students will remain masked until leaving the building. • While in isolation waiting to return home, students will be visually monitored, and their symptoms will be monitored by a staff member responsible for this task. The staff member will wear a medical grade face mask, a face shield, and gloves when entering the room. • PPE used in the treatment of a sick student will be washed, cleaned, or disposed of immediately prior to exiting the room. • Staff members who escort students to the Health Services Room will immediately follow protocol with respect to disinfection of areas where the sick student was present and of their own person as needed, including hand washing. • The Health Services Room is adjacent to the office and allows visual entry by office staff. All surfaces are easily cleaned and kept free from clutter. • Staff members who show symptoms of sickness are required immediately to remove themselves from their cohort as soon as appropriate supervision is found to replace them, and report their symptoms to the office staff, while remaining masked and at a safe distance. Staff members will then either be sent home or, if symptoms require, make arrangements to be taken home. • Student medications will be stored in a room that is not being used for sick student isolation. • All students who show symptoms of sickness will be recorded in the cohort log, in a log book kept in the office, and administrative follow-up will take place to determine the outcome and if further action needs to be taken.

- Symptomatic staff or students should be evaluated and seek COVID-19 testing from their regular physician or through the local public health authority.
- If they have a positive COVID-19 viral (PCR) test result, the person should remain home for at least 10 days after illness onset and 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.
- If they have a negative COVID-19 viral test (and if they have multiple tests, all tests are negative), they should remain home until 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.
- If a clear alternative diagnosis is identified as the cause of the person's illness (e.g., a positive strep throat test), then usual disease-specific return-to-school guidance should be followed and person should be fever-free for 24 hours, without use of fever reducing medicine. A physician note is required to return to school, to ensure that the person is not contagious.
- If they do not undergo COVID-19 testing, the person should remain at home for 10 days and until 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.

✓ 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).

✓ Record and monitor the students and staff being isolated or sent home for the LPHA review.

Stay at home protocol

- Symptomatic staff or students should be evaluated and seek COVID-19 testing from their regular physician or through the local public health authority.
- If they have a positive COVID-19 viral (PCR) test result, the person should remain home for at least 10 days after illness onset and 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.
- If they have a negative COVID-19 viral test (and if they have multiple tests, all tests are negative), they should remain home until 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.
- If a clear alternative diagnosis is identified as the cause of the person's illness (e.g., a positive strep throat test), then usual disease-specific return-to-school guidance should be followed and person should be fever-free for 24 hours, without use of fever reducing medicine. *A physician note is required to return to school, to ensure that the person is not contagious.*
- If they do not undergo COVID-19 testing, the person should remain at home for 10 days and until 24 hours after fever is gone, without use of fever reducing medicine, and other symptoms are improving.



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 higher risk activities (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
<ul style="list-style-type: none"> ✓ Enroll all students (includes foreign exchange students) following the standard Oregon Department of Education guidelines. ✓ Do not disenroll students for non-attendance if they meet the following conditions: <ul style="list-style-type: none"> • Are identified as high-risk, or otherwise considered to be part of a population vulnerable to infection with COVID-19, or • Have COVID-19 symptoms for 10 consecutive school days or longer. ✓ Design attendance policies to account for students who do not attend in-person due to student or family health and safety concerns. 	<p>No changes are being made to Seven Peaks School's enrollment practice or policy.</p> <p>Attendance credit is offered to all students regardless of ability to attend in-person through our ongoing, parallel distance learning program.</p>

2b. ATTENDANCE

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

OHA/ODE Requirements	Hybrid/Onsite Plan
----------------------	--------------------

<p>√ Grades K-5: 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).</p> <p>√ Grades 6-12: 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).</p> <p>√ 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>	<p>For students attending the On-Site model, attendance will be taken daily, as outlined in our student handbook. If a hybrid or distance model is required, twice per week check-ins will be mandated. If a student is not physically present for both check-ins, they can be counted as present through at least one other method of two-way communication, including:</p> <ul style="list-style-type: none"> ● Live Zoom Classroom sessions ● Assignment submission ● Email communication (via Email, Canvas, or Google Classroom) ● Phone communication <p>For students in full online learning, two-way communication on two of the 4 days of online learning may include:</p> <ul style="list-style-type: none"> ● Live Zoom Classroom sessions ● Assignment submission ● Email communication ● Phone communication <p>The designated attendance team will review individual and school-wide attendance data weekly.</p>
--	--

2c. TECHNOLOGY

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ✓ Update procedures for district-owned or <i>school-owned</i> devices to match cleaning requirements (see section 2d of the Ready Schools, Safe Learners guidance). ✓ Procedures for return, inventory, updating, and redistributing district-owned devices must meet physical distancing requirements. 	<ul style="list-style-type: none"> • All students will be assigned a school owned device for use on campus. Should we move to Comprehensive Distance Learning, students may take their assigned device home. • To prevent sharing, devices will be clearly labeled for use by the assigned student only. • Devices will be sanitized any time they are handled by anyone other than the assigned student. (Maintenance, repairs, etc) • Charging carts will be sanitized regularly. • Seven peaks will conduct a survey of technology available to students at home. • Desktop computers will be separated to meet distancing requirements.

2d. SCHOOL SPECIFIC FUNCTIONS/FACILITY FEATURES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ✓ Handwashing: All people on campus should be advised and encouraged to wash their hands frequently. ✓ Equipment: Develop and use sanitizing protocols for all equipment used by more than one individual or purchase equipment for individual use. ✓ 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. ✓ Transitions/Hallways: Limit transitions to the extent possible. Create hallway procedures to promote physical distancing and minimize gatherings. 	<ul style="list-style-type: none"> • Handwashing: Handwashing stations are set up in each classroom and both students and faculty will be required to wash hands with soap and water for at least 20 seconds after each significant transition into or out of the classroom, including but not limited to, using the bathroom, going outside for recess, before and after lunch, etc. Hand sanitizing stations are set up at each entrance where hand sanitizer will be provided that meets the standards required for disinfection. • Equipment: <ul style="list-style-type: none"> ○ All playground equipment including play structure, will be sanitized with spray disinfectant between each use by a different cohort. ○ All gymnasium equipment that needs to be shared will be sanitized between each use by different cohorts. ○ Classroom materials that are shared, such as books, staplers, whiteboard markers, etc., will be wiped between each use with disinfecting wipes and students will use hand sanitizer between each use. Where possible, students will be provided or asked to provide their own school supplies and these will not be shared with other students. • Events: All assemblies, sporting events, field trips, performances, large group meetings will be cancelled or held on a virtual conferencing platform. No assemblies will be permitted with multiple cohorts unless cohorts can be kept at a safe distance from one another and there is adequate ventilation in the space. Space requirements must meet the 35 square feet per person rule. • Transitions/Hallways: Transitions between spaces in the building will be limited in the following ways: <ul style="list-style-type: none"> ○ Schedules for passing times will be staggered to prevent more than one cohort using the hallway at a time. ○ Specialist teachers will travel to each classroom rather than students leave their classrooms. This significantly limits the time in the hallways.

✓ **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 should be limited to the item owner.

- Lunch spaces will be rotated each day and will utilize our common area, outside, and in classrooms, to prevent cohorts from mixing.

● **Personal Property:**

- All students will be responsible for their own personal property each day and will be provided adequate space to store what they need away from other students. This means that cubby space will be limited to prevent students from crowding next to each other and lockers will not be permitted in the middle school.
- Students in the primary school are not permitted to bring cell phones to school.
- Students in the middle school are only permitted to have cell phones turned off in their backpacks. Cell phone use is permitted during breaks with the teacher's permission so as to prevent students from using a common office phone.
- Musical instruments are stored in the band room or taken home and they are never to be shared between students.
- Drinking fountains are disabled and water bottle fill stations are provided in their place. Each student will be required to have their own personal water bottle to be used throughout the day.
- All personal items used throughout the day must be labelled in such a way that it is clear to all who the item belongs to so as to avoid cross-contamination between students.

2e. ARRIVAL AND DISMISSAL

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ✓ Physical distancing, stable cohorts, square footage, and cleaning requirements must be maintained during arrival and dismissal procedures. ✓ Create schedule(s) and communicate staggered arrival and/or dismissal times. ✓ 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 hand sanitizer 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. 	<ul style="list-style-type: none"> ● Parents will participate in a car line drop off and pick up for arrival and dismissal. ● Each cohort will have a drop off and pick up zone in the upper and lower parking lots. ● Hand sanitizer will be available for children in conjunction with arrival and dismissal. <p>Arrival</p> <ul style="list-style-type: none"> ● Student gets out of the car and walks over to his/her cohort's "waiting area." Staff members are responsible for ensuring that children are maintaining physical distancing regulations during drop this drop off time. Students wait until the staff member assigned to that particular cohort will escort children to their classroom. ● For older siblings who arrive with younger siblings outside their assigned screening time, they are screened at the same time as the younger sibling from the car. The older sibling then goes to a designated waiting area for their cohort and stays there until their cohort checks in. ● Students who bike or walk to school will come to a designated location at a designated time and wait in a physically distanced area where a staff member performs the screening and temperature check. Then, once cleared, the student waits in their designated location until meeting up with their cohort to enter the building.

	<p>Primary School (drop off 7:45 a.m.)</p> <ul style="list-style-type: none"> PS-2nd grades will be dropped off at the lower lot with cohort and classroom teacher. 3rd-5th grades will be dropped off in the upper parking lot with their cohort and classroom teacher. Upon drop off, each student will be screened for symptoms of COVID-19 before exiting their car. Students will remain in their cohort with their teacher until 8:00 a.m. at which time students will proceed through their assigned entrance point (i.e. specific door) and go directly to their cohort classroom. <p>Middle School (drop off at 8:00 a.m.)</p> <ul style="list-style-type: none"> 6th-8th grade students will be dropped off between 8:00-8:15 a.m. Upon drop off, each student will be screened for symptoms of COVID-19 before exiting their car. Students will remain in their designated cohort area with a staff member until 8:15 a.m. at which time students will proceed through their designated entrance point (i.e. specific door) and go directly to their cohort classroom. <p>Dismissal</p> <ul style="list-style-type: none"> Teacher or staff member assigned to the cohort will escort children to the cohort's specified pick up zone and will ensure physical distancing between cohorts. Parents will pick up in the same designated spaces that they dropped their child off. If a family has children in both primary and middle school, the parent will pick up both of the children with the younger child. Social distancing will prevent contact between cohort members. Students will not be permitted to be dismissed into the care of a different family with students in a different cohort.
--	---

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 should 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: Students will occupy rooms that allow 35 square feet per student, space between students will be maximized as much as possible, and students will not change seats between deep cleaning of the space. • Materials: Students will be assigned their own supplies for the school year and will not share with others unless absolutely necessary. When sharing occurs, the item will be thoroughly disinfected prior to sharing. • Handwashing: A culture of hygiene and handwashing will be cultivated through instruction, signage, and practice. This includes 20 second handwashing, and proper respiratory etiquette. Tissue use is encouraged and will be followed up by handwashing.

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. 	<ul style="list-style-type: none"> • Playground is closed for public use. Signs will be placed on all entrances restricting use by the public. Classes may use the playground for recess on a staggered schedule throughout the school day. • All playground equipment will be disinfected daily and in between each cohort group. • Students must wash hands before and after using the playground equipment.

<ul style="list-style-type: none"> ✓ Designate playground and shared equipment solely for the use of one cohort at a time. Disinfect at least daily or between use as much as possible in accordance with CDC guidance. ✓ Cleaning requirements must be maintained (see section 2j of the Ready Schools, Safe Learners guidance). ✓ Maintain physical distancing requirements, stable cohorts, and square footage requirements. ✓ Provide signage and restrict access to outdoor equipment (including sports equipment, etc.). ✓ Design recess activities that allow for physical distancing and maintenance of stable cohorts. ✓ Clean all outdoor equipment at least daily or between use as much as possible in accordance with CDC guidance. ✓ Limit staff rooms, common staff lunch areas, and workspaces to single person usage at a time, maintaining six feet of distance between adults. 	<ul style="list-style-type: none"> • Cleaning requirements must be maintained; refer to section 3j. • Recess activities will be planned to support physical distancing and maintain stable cohorts. This can include limiting the number of students, at one game, etc. • Given the reduced capacity for equipment use due to cohorting and physical distance 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. • Specific mask-off spaces and activities will be encouraged to help facilitate safe time when students can take a break from wearing masks.
---	--

2h. MEAL SERVICE/NUTRITION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ✓ Include meal services/nutrition staff in planning for school reentry. Staff serving meals must wear face shields or face covering (see section 1h of the Ready Schools, Safe Learners guidance). ✓ 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 should be encouraged to do so after. ✓ Appropriate daily cleaning of meal items (e.g., plates, utensils, transport items) in classrooms where meals are consumed. ✓ Cleaning and sanitizing of meal touch-points and meal counting system between stable cohorts. ✓ Adequate cleaning of tables between meal periods. ✓ Since staff must remove their face coverings during eating and drinking, staff should eat snacks and meals independently, and not in staff rooms when other people are present. Consider staggering times for staff breaks, to prevent congregation in shared spaces. 	<ul style="list-style-type: none"> • On site meal service will not be provided. • Students will bring all meals from home and all food consumption will take place in the classroom or an outdoor space that meets social distancing and cohort separation requirements. • Handwashing will be scheduled before and after meal periods. • Each table or desk will be cleaned before and after eating • Students will not share utensils or water bottles • Staff meals will be eaten independently and not in community gathering places.

2i. TRANSPORTATION

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> <input type="checkbox"/> Include transportation departments (and associated contracted providers, if used) in planning for return to service. <input type="checkbox"/> 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). <input type="checkbox"/> Develop protocol for loading/unloading that includes visual screening for students exhibiting symptoms and logs for contact-tracing. This can 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 shield or face covering (unless they are already wearing one) and keep six feet away from others. Continue transporting the student. • 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. <input type="checkbox"/> 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. 	<p>No transportation is provided for our students.</p>

- ☐ Drivers wear face shields or face coverings when not actively driving and operating the bus.
- ☐ 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.

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., playground equipment, 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. ✓ Clean and disinfect playground equipment at least daily or between use as much as possible in accordance with CDC guidance. ✓ Apply disinfectants safely and correctly following labeling direction as specified by the manufacturer. Keep these products away from students. ✓ 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. ✓ Operate ventilation systems properly and/or increase circulation of outdoor air as much as possible by opening windows and doors, using fans, and through other methods. 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. For example, do not use fans if doors and windows are closed and the fans are recirculating the classroom air. ✓ Consider the need for increased ventilation in areas where students with special health care needs receive medication or treatments. ✓ Facilities should be cleaned and disinfected at least daily to prevent transmission of the virus from surfaces (see). CDC's guidance on disinfecting public spaces ✓ Air circulation and filtration are helpful factors in reducing airborne viruses. 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). 	<ul style="list-style-type: none"> • Seven Peaks will clean, sanitize, and disinfect frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains) and shared objects (e.g., toys, games, art supplies) between uses multiple times per day; we will maintain clean and disinfected (CDC guidance) environments, including classrooms, cafeteria settings and restrooms through a designated custodial team. • We will clean and disinfect playground equipment at least daily or between use as much as possible in accordance with CDC guidance • Playground equipment will be rotated throughout the week to prevent cross exposure between stable cohorts. • All cleaning products will be selected to reduce the risk of asthma and other such conditions. • Effective ventilation is part of our overall strategy to reduce the risk of contagious infections. Ventilation systems will maximize the circulation of fresh air from outside and minimize the recirculation of air inside the building. See CDC's guidance on ventilation and filtration and American Society of Heating, Refrigerating, and Air-Conditioning Engineers' guidance • Outdoor spaces will be put to maximum possible use for instruction. • Daily cleaning and disinfection will practiced throughout our facility according to CDC's guidance on disinfecting public spaces

2k. HEALTH SERVICES

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ✓ 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 	<p>Space has been provided to isolate students who show symptoms prior to being sent home from school.</p> <p>Seven Peaks does not admit students with health needs that are not manageable without additional support unless the student's families can supply that support through outside care staffing.</p>

behavioral health providers; physical, occupational, speech, and respiratory therapists; and School Based Health Centers (SBHC).

Seven Peaks School's COVID-19 task force includes public health professionals, medical doctors, and an epidemiologist currently working with COVID-19 patients.

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. 	Not Applicable.



3. Response to Outbreak

3a. PREVENTION AND PLANNING

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ✓ Coordinate with Local Public Health Authority (LPHA) to establish communication channels related to current transmission level. ✓ Establish a specific emergency response framework with key stakeholders. ✓ When new cases are identified in the school setting, and the incidence is low, the LPHA will provide a direct report to the district nurse, or designated staff, on the diagnosed case(s). Likewise, the LPHA will impose restrictions on contacts. 	<ul style="list-style-type: none"> ● Contact DCHS at the first sign of an outbreak. Coordinate communication with DCHS. ● Baseline absentee rates will be used to gauge potential outbreaks. Any increases in absenteeism above 25% will be reported to DCHS. ● Emergency Response Framework <ul style="list-style-type: none"> ○ At the first sign of outbreak, all communication goes first to the Head of School (HOS) ○ The HOS or deputy then contacts DCHS. ○ From there, and as directed by the DCHS, communication goes to <ul style="list-style-type: none"> ■ faculty and staff ■ Parents impacted ■ School-wide community ■ Board of Directors ○ If contacted by DCHS, HOS will direct communication as needed and as directed by DCHS.

3b. RESPONSE

OHA/ODE Requirements	Hybrid/Onsite Plan
<ul style="list-style-type: none"> ✓ Follow the district's or school's outbreak response protocol. Coordinate with the LPHA for any outbreak response. ✓ If anyone who has been on campus is known to have been diagnosed with COVID-19, report the case to and consult with the LPHA regarding cleaning and possible classroom or program closure. <ul style="list-style-type: none"> ● Determination if exposures have occurred ● Cleaning and disinfection guidance ● Possible classroom or program closure ✓ Report to the LPHA any cluster of illness (2 or more people with similar illness) among staff or students. ✓ When cases are identified in the local region, a response team should be assembled within the district and responsibilities assigned within the district. ✓ Modify, postpone, or cancel large school events as coordinated with the LPHA. ✓ If the school is closed, implement Short-Term Distance Learning or Comprehensive Distance Learning models for all staff/students. ✓ Continue to provide meals for students. ✓ Communicate criteria that must be met in order for On-Site instruction to resume and relevant timelines with families. 	<p>Follow the Seven Peaks and Deschutes County Health Services (DCHs) response protocol.</p> <p>In the event of known exposure on campus</p> <ul style="list-style-type: none"> ● Parent or designated emergency contact will be notified. ● Deschutes County Health Services will be notified at 541-322-7418. ● School community will be informed and advised of actions taken that have a direct impact on the school, and as directed by the local health authority. ● Cleaning and disinfecting will commence immediately in areas that may have been in contact with the COVID-19 positive case. ● Exposure level will be assessed to determine if closure and cohort isolation is warranted. ● For cohorts in isolation, distance learning will commence. <p>Our COVID-19 Task Force and HOS will coordinate with DCHS to determine the length of closure, the extent of closure, and the criteria that must be met prior to re-opening. The HOS will communicate these criteria and the timelines we will follow to re-open.</p>

3c. RECOVERY AND REENTRY

OHA/ODE Requirements	Hybrid/Onsite Plan
----------------------	--------------------

<ul style="list-style-type: none"> ✓ Plan instructional models that support all learners in Comprehensive Distance Learning. ✓ Clean, sanitize, and disinfect surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains, transport vehicles) and follow CDC guidance for classrooms, cafeteria settings, restrooms, and playgrounds. ✓ Communicate with families about options and efforts to support returning to On-Site instruction. ✓ Follow the LPHA guidance to begin bringing students back into On-Site instruction. <ul style="list-style-type: none"> Consider smaller groups, cohorts, and rotating schedules to allow for a safe return to schools. 	Distance Learning plans have been made and are in place. Following CDC guidance , the custodial staff will prepare the building for re-opening.
--	--



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.

This section does not apply to private schools.

- ☐ We affirm that our school plan has met the requirements from ODE guidance for sections 4, 5, 6, 7, and 8 of the **Ready Schools, Safe Learners** guidance.
- ☐ We affirm that we cannot meet all of the ODE requirements for sections 4, 5, 6, 7 and/or 8 of the **Ready Schools, Safe Learners** guidance at this time. 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>