Northwest Indiana Special Ed. Coop

EAGLE PARK SCHOOL Return to Learn 2021-2022



Revised 9-9-2021

What is One Thing That Will Make This Plan Work?

We need every parent to make sure to follow the new parameters for sending healthy students to school. And even beyond that, sending healthy students with healthy family members at home. It takes all of us working together to make sure we are protecting our schools from any illness. That means we <u>cannot</u> send sick students, or students who are exposed to sickness to school. This will be true for our staff members as well. We need to work hard to keep our buildings healthy places to learn.

Protect NISEC EAGLE PARK Plan

Guided by information from the Indiana Department of Education, Centers for Disease Control and Prevention (CDC), the Indiana State Department of Health and Local Board of Health, NISEC has ongoing plans that address the unique needs of Eagle Park School as we reopen. We are working through the guidelines from these organizations in order to do everything possible to protect those at our school due to COVID-19. Everything we are doing now is aimed at offering the safest experience we can to protect all members of our NISEC Eagle Park School and community. These are the steps we are taking to protect ourselves and others.

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5: TEACHING AND LEARNING

Jane winkoff, NISEC Director

We understand that Eagle Park School provides our very special population with academic instruction, social and emotional skills, safety, reliable nutrition, physical/speech and mental health therapy, opportunities for physical activity, among many other benefits. When our school is closed, we are limited in what we can provide to our most vulnerable population. In keeping with the goal of having our school remain open, we have developed the plan contained in this document. The plan is posted on our NISEC website at www.nisec.org, under the tab "Eagle Park School".

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6: SOCIAL EMOTIONAL LEARNING
7: ANTICIPATE AND PLAN FOR
CONTINGENCIES

SCHOOL SCHEDULE

Facility is Open

Regular School Schedule
Attendance Physically in the Building

Facility is Closed

Continuous Learning Plans in place (Virtual/On-line Instruction/Packets)

* ANY MANDATES FROM THE LAKE COUNTY HEALTH
DEPARTMENT, INDIANA STATE DEPARTMENT OF HEALTH, OR
THE CDC WILL BE ADHERED TO

1: EXPECT EACH NISEC STAFF MEMBER, STUDENT AND FAMILY TO ASSUME PERSONAL RESPONSIBILITY TO PROTECT EACH

OTHER BY FOLLOWING THE RETURN TO LEARN PLAN

Create a culture of safety and accountability through a commitment to the **NISEC Eagle Park** School return to learn plan

Every NISEC Eagle Park School staff member will take protective measures and act responsibly by following the return to learn plan

All will participate in training to learn the required safety practices for returning and participating at school.

All students/families and staff will monitor for and report all symptoms of COVID-19 to the Eagle Park School or NISEC Administration Offices. The school's nurse will oversee our comprehensive and integrated plan for monitoring the health and safety of our students and staff.

All will practice critical personal safety practices including enhanced personal hygiene practices including frequent hand washing and sanitizer use, adhering to safe social distancing practices and following all safety instructions and signage. Mask wearing will be mandated for all students and staff unless a medical or behavioral excusal is accepted by the building principal and nurse.*

All will keep personal belongings and all learning, studying and working spaces clean.

Resources:



Signage

Eagle Park staff, students and visitors will adhere to a set of health safety protocols to protect themselves and others

These protocols apply to anyone on school campus, including but not limited to all students, staff, contractors, vendors, suppliers and visitors. Protocols include:

- Staff and students will wear masks during the school day. except when eating, drinking, or utilizing the restroom individually *.
- New building signage and other measures to promote social distancing will be followed.
- Important personal hygiene protocols will be used.

Resources

Mask Rules Signage Good Hygiene Guide

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Staff and student training to minimize the risk of COVID-19 transmission spread will set the stage for a culture of health and safety At the beginning of the year, students will be trained on new COVID-19-related expectations, such as:

- Mask wearing
- Knowing the symptoms of COVID-19.
- Before coming to school every day, conduct self-screening for COVID-19 symptoms.
- Proper hand-washing and the use of hand sanitizer.
- Social distancing expectations.
- Sanitizing their personal spaces with cleaners appropriate for child use

Resources

Symptom Guide Self-Screening Report Directions Good Hygiene Guide Signage

2: INSTRUCTIONAL LEARNING MODEL

Instructional

Instructional Delivery School is Open:

Facility is Open

Regular School Schedule
Attendance Physically in the Building

On-Campus Following the Regular School Schedule:

- Teachers will provide instruction on a regular school day schedule.
- Classrooms will be aligned with all seats facing front of the room with as much distance between seats as possible.
- Masks are required throughout the school day* except when eating and drinking.
- Dividers may be in place when table instruction to small groups is necessary.

Resources:

Mask Rules Signage Good Hygiene Guide *When it is determined by the NISEC Board or Managers that the COVID positivity rates in Lake County are too elevated, that staff has diminished due to quarantining at Eagle Park school so that student's safety is at risk, or the student population has a high concentration of positive COVID cases, Eagle Park school will function in RED with the following service provision:--

E-LEARNING SCHOOL SCHEDULE- (Facility is Closed)
All Students Follow their Continuous Learning Plan If the student does not have a Continuous Learning Plan included in their IEP, the case conference committee will convene to develop one.

SCHOOL BUILDINGS ARE CLOSED.

- NISEC staff will provide Virtual Learning instruction. Students will be expected to attend sessions and complete all work. Virtual Learning Participation Rules will apply. Continuous Learning Plans will be adhered to.
- Student time includes:

Identify and

Protect the

Vulnerable

Community

Members of the

Most

- Exercise
- o Meditation/Yoga
- Journaling
- Gratitude Time
- Behavior Consultants are available for students.

Vulnerable Populations - Elderly individuals and/or individuals with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune system is compromised such as by chemotherapy for cancer and other conditions requiring such therapy.

- Consultation with the healthcare provider should be had for students/families who are considered vulnerable on attending a regular school schedule. Please contact the school.
- Provide Virtual Learning opportunities for vulnerable student populations in consultation with parents and public health officials.
- Adhere to FERPA and HIPAA requirements.
- Adhere to state and federal employment law and extended leave allowances.

Communication on COVID-19 Spread Level

Resources:

Health Care Plans FERPA/HIPAA FFCRA Rules

- Human Resources will work with individuals and supervisors on reasonable workplace accommodations.
- Behavior Consultants are available for students.

3: IMPLEMENT PERSONAL HEALTH SAFETY PRACTICES AND PROTOCOLS

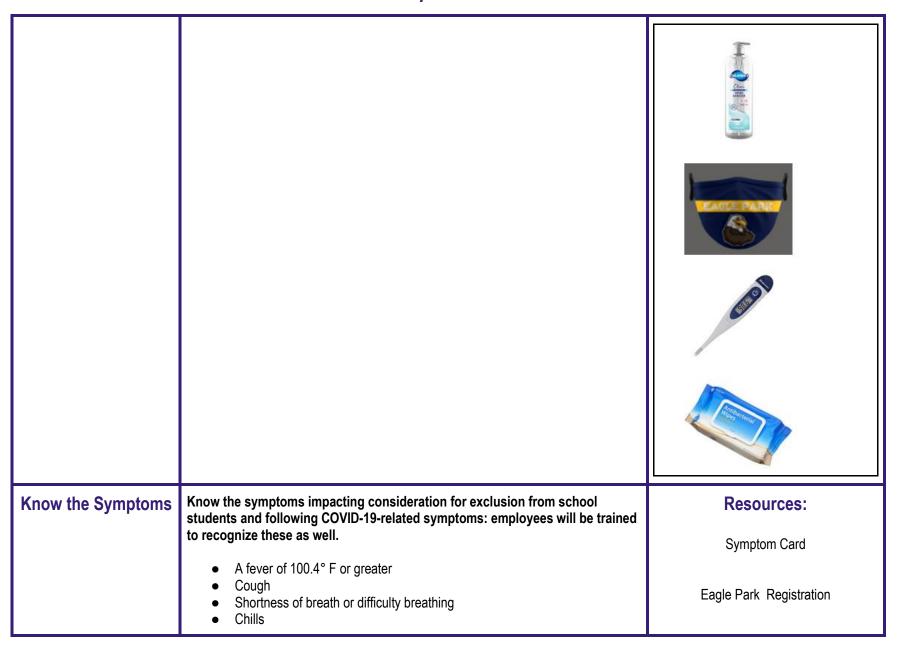
Distribute wellness kits to Eagle Park Students as requested

Each student registered for instruction this fall MAY receive a wellness kit with essential items for protecting and monitoring their health, upon their request.

- The wellness kits will include: face mask, hand sanitizer, disinfecting wipes and a reusable thermometer.
 - Please keep the reusable thermometer at home for self screening daily. The thermometer must be cleaned properly to permit re-use.
 - While the wellness kits will provide initial supplies, we ask that Eagle Park families assist with replenishing their student's kits if possible. However, if any student needs any item replaced by the school, they should contact their teacher for assistance.
- Additionally, staff members may be provided an Eagle Park Wellness Kit.

Resources:

WELLNESS KITS WILL INCLUDE:



	 Repeated shaking with chills Muscle pain Headache Sore throat New loss of taste or smell Diarrhea Students and employees will be excluded from instruction in the building if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC Guidance that are not otherwise explained by medical history. Examples of this include: Students with symptoms that aren't related to COVID-19 may be a cough due to allergies or migraine headaches. Family healthcare providers may need to provide assistance. Please note that this symptom list may not be allinclusive of COVID symptoms and may change under guidance from the CDC, IDOE and the Health Departments. We will follow the most current COVID symptom lists when screening staff and students. 	
Self-Screen Daily	 Staff and students/families must self-screen for symptoms of COVID-19 before coming to school. Staff and students must communicate information to the school when symptomatic. Students and employees exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited from coming to school, and if they do come to school, they will be sent home immediately. 	Resources: Symptom Card Self-Screening Report Directions Use NISEC and Eagle Park Call off Procedures
Masks	It is critical to emphasize that maintaining as much social distancing as possible remains important to slowing the spread of the virus. The CDC is additionally strongly recommending the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. We recognize that some students may require an altered face mask, if masking is requested by parents or mandated by the Lake County or Indiana State Health Department or the CDC. Altered face masks will be allowed as necessary to facilitate total communication and access to instruction.	Resources:

SCHOOL SCHEDULE

Facility is Open

Regular School Schedule
Attendance Physically in the Building

- Federal law requires the wearing of masks of school buses. Mask wearing is required for staff and students at this time.
- Masks are required when entering school and walking hallways, when in bathrooms and with other students interacting face to face.
- Masks are required for students while talking or moving in the classroom.
 Students are to avoid close, face to face interaction without masks on.
- Masks are required at bus stops and while traveling to and from school on the bus. Students must wear the mask or another form of transportation to and from school will need to be arranged.
- All students should bring their own masks to school everyday.
- Classrooms will be aligned with all seats facing the front of the room with as much distance between seats as possible..
- Teachers and staff are required to wear masks when they cannot social distance
 or when in close, face to face interaction with student(s). Students may receive
 instruction from a teacher or staff member using a face shield when the
 instruction requires visibility of the teacher's mouth. The staff member will
 maintain a six foot distance from the student during this instruction.

Facility is Open

Regular School Schedule
Attendance Physically in the Building

SCHOOL SCHEDULE

Facility is Open

Regular School Schedule
Attendance Physically in the
Building

Facility is Closed

Continuous Learning Plans in place (Virtual/On-line Instruction/Packets)

Mask Rules

	Masks are required throughout the day. Masks are required while traveling to and from school on the bus. Students must wear the mask or another form of transportation to and from school will need to be made. Facility is Closed Continuous Learning Plans in place (Virtual Learning/On-line Instruction/Packets)	
	 School buildings are closed. Follow the directions of the authorities. Practice hygiene safety at home and in the community. 	
Good Hygiene Practices	 Teach the importance of not touching your face. Teach and reinforce good hygiene practices like hand washing, covering coughs, and hands to self. Teach the proper use and removal of masks. Daily hygiene procedures will take place including hand washing. Hand sanitizing should be done upon entering the building and new spaces, as well as whenever handwashing is unavailable. Desk and surface cleaning with wipes/sanitizer for personal spaces upon exiting a class. 	Resources: Good Hygiene Guide
Supplies and Personal Space	 All desks face the same direction with students facing the same direction. If desks are shared, they are wiped between use by the student who used them before the class exits with sanitizer wipes. The use of shared supplies and materials will be minimized. Sanitizing will occur between each use if shared. Students and staff are encouraged to bring water bottles from home. Water bottle filling stations may be used with appropriate rules followed — rules will be posted. Water fountains will be turned off. Water filling stations will be accessible. 	Resources: Signage

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Large Group Gatherings	 Providing hand sanitizer for students and staff. Limiting unnecessary congregations of students and staff. Discourage the congregation of students in parking lots and common areas. Social distancing required. Masks required for face to face interactions. Stagger the schedule for large group gatherings (i.e. recess and school meals). Identify and utilize large spaces (i.e. gymnasiums, cafeteria, common area in school, outside spaces – as weather permits) for social distancing. 	Resources: Signage
When a Child, Staff Member, or Visitor Becomes Sick at School	 An isolation room or area will be used to separate anyone who exhibits COVID-like symptoms. School nurses and healthcare providers will use Standard and Transmission-Based Precautions when caring for sick people. See: What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID19 Infection - Click Here. Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. Close off areas used by a sick person will not be used before cleaning and disinfection. Wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children. Inform those who have had close contact with a person diagnosed with COVID-19 to stay home and follow state ISDH guidance if symptoms develop. If a person does not have symptoms, follow appropriate state ISDH guidance for home quarantine. 	Please note that in the event of a documented positive case, short-term closure may be appropriate. Schools and local health departments are encouraged to keep schools open and operating as much as possible. The CDC Decision Tree has the school closing for potentially two-five days so the local health department or the Indiana State Department of Health can engage with your team to recommend further testing, cleaning, etc.; however, this health/medical review may be done on the same day as a positive case to reduce school closure time
	Contact Tracing: Indiana State Department of Health School Guidance will be followed:	



4: ENACT HEALTH SAFETY CHANGES IN PHYSICAL SPACES, FOOD SERVICES, and TRANSPORTATION

Enact Health Safety Changes in Physical Spaces

Ready buildings, common spaces for activities

The layout and design of the school building and facilities have been assessed to ensure proper health and safety updates are made, appropriate signage is posted.

- New social distanced queueing procedures will be in place, with one-way traffic through the buildings, where possible.
- Visitors are required to wear face coverings...
- Ventilation systems will increase circulation of outdoor air as much as possible, when practicable based on outdoor air conditions.
- Clean/disinfect frequently touched surfaces at least daily and shared objects after each use.
- Conduct deep cleaning of school prior to students/staff returning; schedule additional cleanings during weekends or school holidays/breaks.
- No facility rental from outside groups will be permitted until further notice.
- See protocol for students/staff who feel ill/experience symptoms when they come to school (see When a Child, Staff Member, or Visitor Becomes Sick at School).
- Use procedures for student pick/drop up with no parents getting out of cars

Resources:

Signage

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Classrooms, cafeterias, gymnasiums, etc. will be adjusted to allow for safe social distancing, with an enhanced commitment to the health and safety of our school.	 Classrooms Spread desks far apart in the classroom. Seating charts are maintained. All desks face the same direction. If desks are shared, they are wiped between use by the student who used them before the class exits with sanitizer wipes. The use of shared supplies and materials will be minimized. Sanitization will occur between each use if shared. In classrooms, maintaining as much social distancing space between instructor and students, appropriate accommodations will be made to protect instructors and students (see-thru barriers, face shields, etc.). Masks will be worn. Playground Recess times are staggered. Open playgrounds with separate zones for sanitization purposes. Equipment is cleaned between use. 	Sanitizing Wipes See-thru Barrier / Face Shields Seating Chart Playground Zone Schedule
Clinical Space COVID -19 Symptomatic	 Eagle Park School has a designated space separate from the nurse's clinic where students or employees who are feeling ill are evaluated or wait for pick up. All waiting staff and students should wear a cloth face covering. Only essential staff assigned to the room may enter wearing appropriate PPE. 	Resources: Space for COVID-19 Symptomatic PPE Entry Log
Clinic Space Non-COVID- 19 Related	 Students who do not display symptoms of COVID-19 can be seen and treated in the nurse's clinic. These would include students who are injured during the school day or students with special health care needs such as those with chronic health conditions (i.e diabetes or seizures), those requiring medical treatments (i.e suctioning, tube feeding), and those with individual health plans. 	Resources: Space for Non- COVID-19 Symptomatic

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Confirmed
Case of
COVID-19 on
School
Property

- When there is confirmation that a person infected with COVID-19 was on school
 property, the school will report the necessary information to the required
 departments. Unless extenuating circumstances exist, the school will work with the
 local health department to assess factors such as the likelihood of exposure to
 employees and students in the building, the number of cases in the community, and
 other factors that will determine building closure.
- As soon as the school becomes aware of a student or employee who has been exposed to or has been diagnosed with COVID-19, the custodial staff will be informed, so that impacted building or bus areas, furnishings, and equipment are thoroughly disinfected. If possible, based upon student and staff presence, the custodial staff will wait 24 hours or as long as possible prior to disinfecting. However, if that is not possible or school is in session, the cleaning will occur immediately.

Resources:

Nurse's Office for COVID-19 Symptomatic
PPE
Entry Log

Cleaning and Disinfecting

Implement CDC Guidelines for Cleaning and Disinfecting: Click Here

- Soap and hand sanitizer are available throughout the building and in each classroom
- Provide sanitizer wipes for desk cleaning by students who used the space they worked in before they exit.
- Routine cleaning is performed on a regularly scheduled basis by district custodial staff
 assigned to that building or area. Routine cleaning includes daily cleaning and
 disinfecting of all restrooms, scheduled sweeping of all floors, sanitizing of cafeteria
 tables, emptying trash and other building based tasks.
- Supplemental cleaning is performed by custodial staff over and above what is considered routine. Supplemental cleaning is focused on cleaning and disinfecting high touch surfaces, specifically for the purpose of preventing spread of disease.
- Playground—recess times are staggered, and equipment is cleaned between use.
- Emergency cleaning: The emergency cleaning plan will be implemented at the direction of the Director or designee in response to an actual infection located at or attributed to Eagle Park School, or when directed by County or State health authorities.
- Upon direction to implement an emergency cleaning plan, the facility will be evacuated and plans for the length of closure will be communicated to the public and staff.

Resources:

Hand Sanitizer
Cleaning and Disinfecting Supplies
PPE

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Food Service	Implement standard operating procedures while taking preventative measures such as:	Resources:
	 Provide a schedule with alternate serving areas in the building for students to social distance as much as possible while eating. Spaced seating (utilize outdoor space as practicable and appropriate). Allow student hand washing before and after meal service. Providing hand sanitizer for students and staff. Food and utensils should not be shared. Students go in small groups to dispose of trash in cans spread throughout the cafeteria. Conduct cleaning of cafeterias and high-touch surfaces throughout the school day. 	Alternate Serving Areas Altered lunch periods Seating Charts in Lunch Spaces
Transportation	Staff and students must wear masks. Student drop off and pickup: Parents are to remain in cars when dropping off and picking up students. Parents need to ensure that social distancing is utilized at bus stops. Masks are required while traveling to and from school on the bus. Students must wear the mask or another form of transportation to and from school will need to be made. Providing hand sanitizer for students and bus drivers to use. Seating charts used. Field trips need approval and may be suspended by building Principal Cleaning is performed daily by the district involved Supplemental cleaning and disinfecting of frequently touched surfaces on the bus is performed between routes. Airing out buses when not in use.	Resources: PPE Seating Charts

5: TEACHING AND LEARNING		
Implement standard operating procedures while taking protective	 Establish distance between the teacher's desk/board and students' desks. Identify and utilize large spaces (i.e. gymnasiums, auditoriums, outside spaces – as weather permits) for social distancing. Providing hand sanitizer for students and staff. 	Resources: SCHOOL SCHEDULE

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and preventive measures while teaching.

- Desks are separated as much as possible.
- Personal spaces such as desks are wiped with sanitizer wipes by the student who
 used it before exiting a classroom.
- Designating areas of the hallway (i.e. lanes) to walk to keep students separated (to the extent practicable).
- Custodians conduct cleaning of classrooms and high-touch surfaces each day.
- Staff and students remain masks during the school day except when eating or drinking.*

Facility is Open

Regular School Schedule
Attendance Physically in the
Building

Facility is Closed

Continuous Learning Plans in place (Virtual Learning/On-line Instruction/Packets)

> Mask Rules Signage Good Hygiene Guide Hand Sanitizer Sanitizer Wipes Extra Masks

6: ANTICIPATE AND PLAN FOR CONTINGENCIES

Anticipate and Plan

Plan extensively for the possibility of a major outbreak of COVID-19 within the school buildings.

Resources:

for Contingencies

The NISEC Eagle Park School has a range of contingency plans based on situations and circumstances that might occur and that may require us to pause or shut down some or all of our activities.

- Contingency planning is also taking into account what is happening in the surrounding community, staffing levels and federal and state guidelines.
- To prepare for future scenarios of the viruses spread, however likely or unlikely, the NISEC Eagle Park School is taking into careful consideration the Local Board of Health's guidance on quarantining, contact tracing, and school closures based on data and protocol they are required to follow during COVID-19.
- Existing efforts, such as Virtual Learning or packets will be provided when students are quarantined as determined by the teacher and building Principal.

School closures:

- Virtual Learning will provide instruction from the teacher.
 Students will be expected to attend sessions and complete all work.
- Student time includes: Exercise, Meditation/Yoga, Journaling, Gratitude Time.
- Behavior Consultants are available for students.

Local Board of Health

SCHOOL SCHEDULE

Facility is Open

Regular School Schedule
Attendance Physically in the Building

Facility is Closed

Continuous Learning Plans in place (Virtual Learning/On-line Instruction/Packets)

This return to learn plan is intended to offer guidance regarding best practices for general operations of buildings in an effort to reduce the risk of disease transmission, specifically novel coronavirus SARS-CoV-2 and the disease it causes, COVID-19. Adherence to any information included in this document will not ensure successful treatment in every situation, and user acknowledges that there is no "zero risk" scenario.. Furthermore, the document should not be deemed inclusive of all proper methods nor exclusive of other methods reasonably directed to obtaining the same results. This document is in no way intended to override or supersede guidance from government and health organizations, including, without limitation, the Centers for Disease Control and Prevention, the World Health Organization, the United States Government, and or any States. The

information contained herein reflects the available information at the time the document was created. Users recognize that details and information are changing daily, and new information and/or the results of future studies may require revisions to the document (and the general guidance contained therein) to reflect new data. We do not warrant the accuracy or completeness of the guidance in this document.