

## Gateway Preparatory Academy School Reopening Plan 2020-21

### Repopulating Schools

#### Communication and Training

As the Gateway Preparatory Academy prepares for a school year that will be impacted by COVID-19 we recognize that awareness and communication are key elements of our success. Gateway's goal is to communicate clearly and frequently about the COVID-19 impact on students, faculty and staff, and the greater community.

All Faculty and Staff will receive the board approved reopening plan/safety plan in July 2020. Additionally, the full staff will be trained at the 2020 staff retreat in August prior to the first day of school. Staff will review and train on safety and best practices throughout the school year in regularly scheduled monthly staff meetings (1st Monday of every month).

Parents and students will receive the board approved reopening plan/safety plan in July 2020. The plan and/or parts of the plan will be sent in monthly newsletters home. Specific support will be provided by administrators or teachers on an as needed basis. Gateway will also utilize social media, email, and parent education nights during the school year to continue to support parents' understanding of the school plans. All plans will be available in families' preferred language.

Students will be trained in new school procedures/practices when they return to school at regular intervals during the first quarter of school. Procedures/practices will be reviewed by classroom teachers as needed. Parents will support students prior to school by reviewing school plans with them at home.

The Director of Gateway Preparatory academy, supported by office staff, will be the primary point of contact for school plans and procedures. As school plans changes throughout the year, these changes will be communicated to parents through text message, email and social media.

## Accommodating Individual Circumstances

Health is the primary concern for our school community. We are aware that we have many students and employees that may be considered high-risk or an increased-risk of serious illness from COVID-19. As such, Gateway staff will continually screen for high risk students, families and employees.

The Center for Disease Control and Prevention (CDC) have identified the following underlying medical conditions as potential for **high-risk** for severe illness from COVID-19, *at all ages*:

- Cancer
- Chronic Kidney Disease
- COPD (chronic obstructive pulmonary disease)
- Immunocompromised state from an organ transplant
- Obesity (body mass index (BMI) of 30 or higher)
- Serious heart conditions such as, heart failure, coronary artery disease, or cardiomyopathies
- Sickle cell disease
- Type 2 diabetes

Additionally, according to the CDC, the following underlying medical conditions may indicate an **increased-risk** for severe illness from COVID-19.

- Asthma
- Cerebrovascular disease
- Cystic fibrosis
- Hypertension or high blood pressure
- Immunocompromised state from blood or bone marrow transplant, immune deficiencies, HIV, use of corticosteroids, or use of other immune weakening medicines
- Neurological conditions, such as dementia
- Liver disease
- Pregnancy
- Pulmonary fibrosis
- Smoking
- Thalassemia
- Type 1 diabetes

[https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fneed-extra-precautions%2Fgroups-at-higher-risk.html](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fneed-extra-precautions%2Fgroups-at-higher-risk.html)



### High-Risk Students

High-risk students will be identified by school personnel or by parent and/or doctor referrals. The school will work with individual families to identify high risk students and maintain privacy.

High-risk students will be supported through an IEP (Individualized Education Plan), a section 504 plan or other health care plans developed by parent/staff teams.

In addition to on-site instruction, blended learning options will be communicated to parents of high-risk students. Together with the classroom teacher, special education teacher, parents and administration, the best option for high risk students will be selected. Options may include:

- Recorded video
- Live streamed lessons
- Fewer on-site interactions
- Home visits

The full-time school counselor will be available to address the social and emotional needs of high-risk students as needed.

### High-Risk Employees

High-risk employees will communicate concerns directly with the school director, providing documentation as requested.

The director will develop reasonable accommodations and expectations for high-risk employees. Options may include:

- modified work schedules
- blended teaching
- modified work load
- modified classroom expectations

The full-time school counselor will be available to address the social and emotional needs of high-risk employees as needed.



## Enhanced Environment Hygiene & Safety

Gateway Preparatory Academy recognizes that enhanced hygiene throughout the school is the primary way we can impact the overall safety of our school community. Gateway is committed to increased environment hygiene and will establish, evaluate and improve cleaning practices regularly.

As per the Utah Department of Health/Governor's August 17<sup>th</sup> mandate, everyone who enters the school building will be required to wear face coverings (e.g. mask, shield) when unable to maintain acceptable social distancing until December 31<sup>st</sup> 2020.

### Exceptions

- An individual outdoors that maintains a physical distance of at least six feet from another individual;
- An individual who is eating or drinking and while maintaining a physical distance of at least six feet from another person;
- Children younger than three years of age;
- A child who cannot have a face mask placed safely on their face;
- An individual with a medical condition, mental health condition, or disability that prevents the wearing a face covering;
- An individual who is deaf or hard of hearing or communicating with an individual who is deaf or hard of hearing, where the ability to see the mouth is essential for communication, in which case a face shield or alternative protection should be used;
- An individual who has an Individualized Education Program (IEP) or Section 504 accommodation that would necessitate exempting the individual from wearing a face covering;
- An individual who is receiving or providing a service involving the nose or face for which temporary removal of the face covering is necessary (i.e. speech therapy); or
- An individual participating in a school sponsored activity so long as the individual complies with the Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation pertaining to K-12 school activities. Schools may also reference guidelines provided by the Utah High School Activities Association (UHSAA)

Teachers/Aides and students will wear face coverings throughout the school day when unable to social distance. All visitors and volunteers will also wear face coverings throughout the school day.



Employees and students will wash their hands upon arriving, at regular intervals throughout the day, prior to and after eating, and after any physical contact with others. Staff will provide training on proper handwashing.

Hand sanitizer stations will be available in all classrooms and in the lunchroom and at all entry/exit points. Students will be taught appropriate sanitization practices.

Teachers will develop classroom cleaning routines that incorporate students in a safe manner. These classroom cleaning routines will be communicated with parents.

High contact classroom surfaces and restrooms will be cleaned and sanitized at least once daily and more as needed based on activity.

Playground surfaces will be sanitized following use by a class/group.

## School Schedule (If Required)

In an effort to maintain a rigorous academic program that is flexible and adaptive to community needs, Gateway Preparatory Academy is prepared with an adapted schedule that would accommodate fewer students in the school building and increased ability to social distance: ***This schedule will only apply if required*** (by local health department or Utah State Board of Education USBE)

*ALL school schedules will be created with guidance from the local health department and Utah State Board of Education*

No more than half the student body will be on campus at any time. Students will rotate on-campus and home-study time *by family*.

Employees will work regular hours on campus. They are required to social distance at 6 feet when possible and wear face coverings when in closer proximity.

Lunch, recess, and elective schedules will be adapted to prevent mixing between students in different classes.

With this adaptive schedule, students will be split alphabetically. Families would have alternating daily schedules:

- Families with last names starting with A-L would meet Monday and Wednesday at the school building during regular school hours. Tuesday and Thursday would be distance/at-home learning for these families with work and lessons scheduled by the individual classroom teacher.
- Families with last names starting with M-Z would meet Tuesday and Thursday at the school building during regular school hours. Monday and Wednesday would be distance/at-home learning for these families with work and lessons scheduled by the individual classroom teacher.
- Friday would remain our teacher prep day (8:20 – 1:00). All students would participate in distance/at-home learning on Friday with events scheduled by individual teachers.
- All instruction, whether physically at the school or at home would be supervised by the classroom teacher but may involve classroom aides and other school specialists.



## Monitoring for Incidences

Gateway Preparatory will regularly monitor students, faculty/staff and visitors for symptoms. All members of the school community will be encouraged to **STAY HOME if you feel sick.**

### Screening

All faculty, staff, students, and family members will remain home if feeling ill. Parents will not bring children to school if they are unwell. **“If you feel sick, stay home.”** Will be communicated regularly throughout the summer and school year to families and employees and will serve as the first level of screening.

Additionally, the school will use back to school night, regular newsletters and social media to communicate and train families on principle, **“if you feel sick, stay home.”**

Students will be screened daily by school staff, including bus drivers and classroom teachers for symptoms. Symptoms include:

- Fever of 100° F or above
- Dry cough
- Shortness of breath/trouble breathing
- Sore throat
- Sudden change or loss of taste or smell
- Gastrointestinal symptoms (nausea, vomiting, and/or diarrhea)
- Muscle aches or pains

Any student presenting symptoms at school will be isolated in a designated quarantine space and parents will be required to pick him/her up immediately.

Faculty and Staff will self-screen prior to reporting to work each day. Any employee with symptoms will stay home until symptom-free for 10 days, or cleared by a medical provider to return to work. If symptomatic, employees should receive a COVID-19 test and report results to administration.

Anyone adult visitor entering the school will be screened for symptoms and unable to enter if symptomatic.

To support families and the greater school community and foster understanding of the decision-making rational Gateway will provide a Frequently Asked Questions (FAQ) sheet for families that includes symptoms and regular symptom checking. Gateway will also identify effective resources to potentially purchase for families as well as connect them to community resources.

## Containing Potential Outbreaks

Every effort will be made by Gateway Preparatory Academy to create classroom “bubbles.” This practice will allow us to flexibly address potential outbreaks in a more efficient, family-friendly manner. Classroom bubbles will be created by limiting interaction between classes and groups to the extent possible. This will be accomplished by minor adjustments to the master schedule, traffic flow throughout the building, the lunch schedule and the start-of-day/end-of-day routines.

*USBE is coordinating with the Utah Department of Health and Association of Local Health Departments to adapt a resource they created for the general public/employers to apply to schools that would include a process map for responding to a case and several scenarios (e.g., a student is exposed to another student who has tested positive). This resource has not been published yet. Once this resource is available **Gateway will follow the recommendations from USBE and the Utah Department of Health.***

### **Preparation Phase** (Pending additional guidance from USBE and Utah Department of Health)

If the teacher or aide in a classroom becomes ill and/or receives a positive test result for COVID-19, the class will move into soft closure, with students, teacher, and aide remaining home for 10 days. This class will follow the soft closure plan below during their two-week quarantine.

If a student becomes ill and/or receives a positive test result for COVID-19, students seated in the immediate vicinity of the child (within 6 feet) will be asked to remain home for 10 days. Other children in the class will receive parent notifications and have the choice of remaining in class with safety measures, or quarantining at home with soft-closure level support from the teaching team. *Teacher and aide should be tested.* The school will communicate classroom instances as well as other instances (e.g. playground, bus) when students have possibly been exposed to a positive case and work with parents on the best solution for their family.

### **Quarantine/Isolation Protocol** (Pending additional guidance from USBE and Utah Department of Health)

Gateway Preparatory Academy will follow FERPA and office personnel will be responsible for communicating with parents in the event of any isolation/health concern



## Temporary Reclosing (If Necessary)

### Preparation Phase

Gateway Preparatory Academy will work with the local Health Department to determine when/if a temporary reclosing would occur.

Teachers will be trained on both a full school closure and partial school closure in July and again at our annual staff retreat in August.

Parents communication will occur prior to the start of school including information about school procedure during a possible school closure.

### Transition Management Preparation

All families will receive a text and email about any transitions in and out of closure. Gateway will also utilize social media to keep the community aware of school closure and reopening.

For the 2020-21 school year, all large group events (e.g. concerts, school-wide festivals) have been schedule or will take place virtually. This will be communicated to parents in August.

## Mitigation Tactics for Specific School Settings

### LEA Mitigation Strategies for Specific School Settings

See chart below

Setting	State Requirement(s)	Mitigation Tactics				
		Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
		(e.g., contact tracing, testing, symptom monitoring, self-isolation, etc.)	(e.g., group size, interaction with multiple groups, etc.)	(e.g., maintaining distance, close physical interaction, frequency of travel, etc.)	(e.g., face coverings, appropriate covering of sneeze/cough, reduce duration spent face-to-face, increase air flow, etc.)	(e.g., personal hygiene, physical space hygiene, personal protective equipment, etc.)
<b><u>Classrooms</u></b>	<ul style="list-style-type: none"> <li>- Develop and provide educator training on implementing strategies to identify and mitigate risk in a classroom setting</li> </ul>	<ul style="list-style-type: none"> <li>- Daily symptom monitoring</li> <li>- Digital thermometers in classrooms</li> <li>- Seating charts will be required this year</li> </ul>	<ul style="list-style-type: none"> <li>- Classroom “bubbles”</li> <li>- Stagger transitions</li> <li>- No large group assemblies</li> <li>- Report to classrooms in the AM (students will not gather in the gym)</li> <li>- Posted in-class traffic patterns</li> </ul>	<ul style="list-style-type: none"> <li>- Assigned seating</li> <li>- Traffic patterns in the classroom</li> </ul>	<ul style="list-style-type: none"> <li>- Face coverings will be required for students (unless acceptable social distancing is possible)</li> <li>- Gateway staff will wear face coverings (unless acceptable social distancing is possible)</li> <li>- Visitors will be required to wear face coverings</li> </ul>	<ul style="list-style-type: none"> <li>- Increased handwashing (upon entry to classroom, after individual lessons, before and after lunch, before and after bathroom breaks)</li> <li>- Sanitizer station in each room</li> </ul>
<b><u>Transitions</u></b>	<ul style="list-style-type: none"> <li>- Identify high traffic areas and apply floor markings or signage to direct traffic</li> </ul>	<ul style="list-style-type: none"> <li>- Daily symptom monitoring</li> <li>- Signage: “If you are sick (or have symptoms), stay home”</li> <li>- Signage: visitor expectations</li> </ul>	<ul style="list-style-type: none"> <li>- Stagger bus loading and unloading before and after school</li> <li>- Signs on the floor and the walls in the school illustrating flow for lunch entry/exit procedures as well as hallway flow between classes</li> </ul>	<ul style="list-style-type: none"> <li>- Marking in hallways and gym/lunchroom to illustrate appropriate distancing</li> <li>- Only half of a school environment will come to lunch, half will remain in classrooms for lunch with alternating recess</li> </ul>	<ul style="list-style-type: none"> <li>- Face coverings will be required for students (unless acceptable social distancing is possible)</li> <li>- Gateway staff will wear face coverings (unless acceptable social distancing is possible)</li> <li>- Visitors will be required to wear face coverings</li> </ul>	<ul style="list-style-type: none"> <li>- Entry/exit doors will be cleaned throughout the day</li> <li>- Bathroom signs with proper hygiene practices</li> </ul>
<b><u>Entry/Exit Points</u></b>	<ul style="list-style-type: none"> <li>- Establish protocols for any visitors and non-regular staff, including at a minimum temperature checking and the wearing of face coverings</li> <li>- Establish protocols for drop-off/pick-up and communicate updates and expectations to families</li> <li>- Limit nonessential visitors and volunteers to campuses and programs; each school is to determine essential versus nonessential</li> <li>- Designate entry/exit flow paths to minimize congestion</li> </ul>	<ul style="list-style-type: none"> <li>- Daily symptom monitoring</li> <li>- Signage: “If you are sick (or have symptoms), stay home”</li> <li>- Signage: visitor expectations</li> </ul>	<ul style="list-style-type: none"> <li>- Stagger bus loading and unloading in the morning and afternoon</li> <li>- Signs on floor and walls in the school illustrating flow for lunch entry/exit procedures as well as hallway traffic flow</li> <li>- Non-essential visitors will be asked to stay home</li> <li>- The school will maintain a separate entrance and exit for everyone coming to the building.</li> </ul>	<ul style="list-style-type: none"> <li>- Floor markings at all entrances/exits and the gym to illustrate appropriate distancing</li> </ul>	<ul style="list-style-type: none"> <li>- Face coverings will be required for students (unless acceptable social distancing is possible)</li> <li>- Gateway staff will wear face coverings (unless acceptable social distancing is possible)</li> <li>- Visitors will be required to wear face coverings</li> </ul>	<ul style="list-style-type: none"> <li>- Entry/exit doors will be cleaned throughout the day</li> </ul>

Setting	State Requirement(s)	Mitigation Tactics				
		Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
<b><u>Transportation</u></b>	<ul style="list-style-type: none"> <li>- Develop protocols for minimizing mixing of students from different households and regularly cleaning and disinfecting seats and other high-touch surfaces</li> <li>- Implement strategies to ensure driver safety</li> <li>- Face coverings for students, staff, other passengers; LEAs may make exceptions for unique student circumstances</li> </ul>	<ul style="list-style-type: none"> <li>- Daily symptom monitoring</li> <li>- Temperature check prior to entering the bus</li> </ul>	<ul style="list-style-type: none"> <li>- Dismiss to and from bus and carpool in stages</li> <li>- Classrooms will be escorted to the bus and carpool daily</li> </ul>	<ul style="list-style-type: none"> <li>- Family groups will sit together with as much space as possible between family groups.</li> </ul>	<ul style="list-style-type: none"> <li>- Face coverings will be required on the bus</li> <li>- Face coverings will be required for students (unless acceptable social distancing is possible)</li> <li>- Gateway staff will wear face coverings (unless acceptable social distancing is possible)</li> </ul>	<ul style="list-style-type: none"> <li>- Driver will sanitize bus after each route</li> </ul>
<b><u>Restrooms</u></b>	<ul style="list-style-type: none"> <li>- Provide education and display signage on proper hand hygiene</li> <li>- Create schedule for cleaning high-touch areas (e.g., faucets, paper towel dispensers, door handles)</li> <li>- Ensure PPE (gloves, masks) is available for staff providing support in restrooms, including custodians</li> <li>- Provide training for proper cleaning protocols for COVID-19</li> </ul>	<ul style="list-style-type: none"> <li>- Daily symptom monitoring</li> </ul>	<ul style="list-style-type: none"> <li>- Restroom use by students will be closely monitored by classroom teachers ensuring small groups</li> </ul>	<ul style="list-style-type: none"> <li>- Only three students will be allowed in the restroom at one time</li> <li>- Restroom floors and wall will have signs to illustrate proper hygiene and distancing</li> </ul>	<ul style="list-style-type: none"> <li>- Face coverings will be required for students (unless acceptable social distancing is possible)</li> <li>- Gateway staff will wear face coverings (unless acceptable social distancing is possible)</li> <li>- Visitors will be required to wear face coverings</li> </ul>	<ul style="list-style-type: none"> <li>- Restrooms will be cleaned at the end of each day and at least one time during the school day</li> </ul>
<b><u>Cafeterias</u></b>	<ul style="list-style-type: none"> <li>- Mark spaced lines and designate serving line flow paths</li> <li>- Remove self-service salad bars and buffet</li> <li>- Student hand hygiene routines (i.e., hand washing or sanitizer) before and after meal services</li> <li>- Increase cleaning and disinfecting of high-touch areas</li> </ul>	<ul style="list-style-type: none"> <li>- Daily symptom monitoring</li> </ul>	<ul style="list-style-type: none"> <li>- Signs on floor and walls in the school illustrating flow for lunch entry/exit procedures</li> <li>- Salad bar and lunch will be served to students – no self-service</li> </ul>	<ul style="list-style-type: none"> <li>- Only half of a school environment will come to lunch, half will remain in classrooms for lunch with alternating recess</li> </ul>	<ul style="list-style-type: none"> <li>- Face coverings will be required for students (unless acceptable social distancing is possible)</li> <li>- Gateway staff will wear face coverings (unless acceptable social distancing is possible)</li> <li>- Visitors will be required to wear face coverings</li> </ul>	<ul style="list-style-type: none"> <li>- Tables and serving area will be sanitized between each lunch period and at the end of the day (4 times)</li> <li>- Students will wash hands prior to eating</li> <li>- Students will have access to hand sanitizer in the lunch room area</li> </ul>

Setting	State Requirement(s)	Mitigation Tactics				
		Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
<b><u>Large Group Gatherings (e.g. assemblies, performances)</u></b>	<ul style="list-style-type: none"> <li>Ensure group gatherings are organized with health and safety principles and requirements in place and, as needed, in consultation with local health departments</li> </ul>	<ul style="list-style-type: none"> <li>Daily symptom monitoring</li> </ul>	<ul style="list-style-type: none"> <li>No groups larger than classroom “bubbles”</li> </ul>	<ul style="list-style-type: none"> <li>Students will be taught social distancing and social distancing will be encouraged</li> </ul>	<ul style="list-style-type: none"> <li>Face coverings will be required for students (unless acceptable social distancing is possible)</li> <li>Gateway staff will wear face coverings (unless acceptable social distancing is possible)</li> <li>Visitors will be required to wear face coverings</li> </ul>	N/A
<b><u>Unique Courses with Higher Risk of Spread</u></b>	<ul style="list-style-type: none"> <li>Identify courses that would be more at risk and make plans with support from local health departments (as needed) to mitigate the risks</li> </ul>	<ul style="list-style-type: none"> <li>Daily symptom monitoring</li> </ul>	<ul style="list-style-type: none"> <li>No groups larger than classroom “bubbles”</li> </ul>	<ul style="list-style-type: none"> <li>Students will be taught social distancing and social distancing will be encouraged</li> <li>Outdoor and larger spaces will be used for choir (e.g. Gym) to improve distancing</li> </ul>	<ul style="list-style-type: none"> <li>Face coverings will be required for students (unless acceptable social distancing is possible)</li> <li>Gateway staff will wear face coverings (unless acceptable social distancing is possible)</li> <li>Students may remove masks when outside and socially distanced</li> </ul>	<ul style="list-style-type: none"> <li>Students will sanitize instruments after each class period</li> </ul>
<b><u>Recess and Playground</u></b>	<ul style="list-style-type: none"> <li>Ensure recess and playgrounds are managed with health and safety principles and requirements in place and, as needed, in consultation with local health departments</li> </ul>	<ul style="list-style-type: none"> <li>Symptom monitoring daily</li> </ul>	<ul style="list-style-type: none"> <li>No groups larger than classroom “bubbles” will use the playground equipment at one time</li> <li>Playground usage will be scheduled in the school lunch schedule</li> </ul>	<ul style="list-style-type: none"> <li>Students will be taught social distancing and social distancing will be encouraged on the playground</li> <li>“Touch” games will not be allowed at recess (e.g. tag, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>Face coverings will be required for students (unless acceptable social distancing is possible)</li> <li>Gateway staff will wear face coverings (unless acceptable social distancing is possible)</li> <li>Visitors will be required to wear face coverings</li> </ul>	<ul style="list-style-type: none"> <li>Students will wash hands after any recess or lunch time activity on the playground</li> </ul>
<b><u>Special Education, Related Services, or School Counseling (e.g. School Psychologist, Speech Language Pathologist, etc.)</u></b>	<ul style="list-style-type: none"> <li>Provide plexiglass, face shields, and/or auxiliary aids for one-on-one close contact to ensure students with disabilities have equal access to information</li> <li>Offer reasonable accommodations for students who are unable to wear face coverings in settings where it is required for other students</li> </ul>	<ul style="list-style-type: none"> <li>Daily symptom monitoring</li> </ul>	<ul style="list-style-type: none"> <li>Provide face masks and plexiglass shields</li> <li>Provide signs and regular instruction about safety and hygiene</li> </ul>	<ul style="list-style-type: none"> <li>Students will be taught social distancing and encouraged throughout the school day</li> </ul>	<ul style="list-style-type: none"> <li>Face coverings will be required for students (unless acceptable social distancing is possible)</li> <li>Gateway staff will wear face coverings (unless acceptable social distancing is possible)</li> <li>Visitors will be required to wear face coverings</li> <li>Gateway staff will wear face shields during speech and other special education services</li> <li>Students with IEP, 504 and other health concerns will not be required to wear face coverings</li> </ul>	<ul style="list-style-type: none"> <li>Students will wash hands before and after lessons, therapy sessions and other related services</li> <li>Hand sanitizer stations in every classroom</li> <li>Hand over hand washing where necessary</li> <li>All special education materials and rooms will be sanitized regularly throughout the day and also at the end of every day</li> </ul>