



**School Reopening Plan 2020**

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<b>Priorities</b>
<b>Fall Reopening Model</b>
<p><b><u>Schooling Option #1- Full In-Person Instruction, Five Days per Week:</u></b></p> <p>Solterra Academy is prepared to have all students return to school five days per week while maintaining social distancing and requiring the use of masks for all staff and students. The following preparations have been made to allow for this option:</p> <ul style="list-style-type: none"> <li>• <b>Social Distancing:</b> In order for our classrooms to accommodate our students’ desks being placed at least 6 feet apart, we have rearranged our building to allow for most classrooms to have a nearby annex. Between the main classroom and the annex, staff and students will be able to maintain social distancing. We have purchased new technology for the teacher to be able to teach to the two rooms at the same time. While our staff at times may need to be closer than 6 feet to our students in order to provide necessary support, we are confident that the use of masks (and face shields if necessary) will mitigate the risk during these times.</li> <li>• <b>Masks:</b> Masks will be mandatory for all students and staff, with a few exceptions only for health reasons. We will plan for mask breaks during the day and will encourage the use of outdoors when weather permits to provide for larger social distancing where masks can be removed. Solterra Academy has purchased masks for both staff and students – both cloth and clear – as well as face shields in both adult and child sizes. Students who are unable to wear a mask for medical reasons will be offered a face shield instead.</li> <li>• <b>Hand Washing:</b> We will be scheduling mandatory hand washing sessions into our school schedule and teaching all students how to do this correctly. Hand sanitizer will also be available throughout the building.</li> <li>• <b>Cohorts:</b> All classes will stay with their own class in their main classroom or its annex throughout the school day. Vocational teachers will teach classes in the main classrooms rather than having the students travel to them. Each section of the school will be assigned bathrooms [roughly Elementary, Middle, High School, and Solterra Academy South (SAS)]. All meals will be served in the classroom or possibly outside if weather permits. During the school day, common areas such as quiet rooms, study rooms, and the cafeteria will be used only as needed in emergencies and will be cleaned regularly between student uses. During the school day, the gym will be used for Physical Education classes when they cannot be held outside. To maintain social distancing and cohorting as much as possible, the school will have six points of entry and dismissal – SAS Workshop, SAS Main Entrance, Main Building Gym Doors, Main Building Entryway, Main Building North Door, and Main Building Cafeteria Doors. Morning temperature screenings and belonging searches will take place at each of these areas.</li> <li>• <b>Sharing of Materials:</b> Whenever possible, all student school supplies will be kept in a separate bin/bag for each student so that school materials such as notebooks, pens/pencils, art supplies, etc., are not shared between students. Solterra Academy has purchased pencil boxes and clear backpacks which can be hung on each student’s chair in order to store these student-specific materials. Supplies that are shared such as scissors, rulers, text/library books, balls, and board games will be cleaned after each student use.</li> <li>• <b>Sanitation:</b> Our cleaning protocols have been greatly enhanced with all staff along with our facilities team being trained in regular cleaning techniques. All bathrooms will be cleaned at least 3 times each day and all desks will be wiped down following breakfast, following lunch, and following a transition from the main classroom to the classroom annex.</li> </ul>

- **Hours:** Monday/Tuesday/Thursday/Friday, school hours will be 8:00-2:30. Wednesday, school hours will be 8:00-1:00 (This is a change in our usual early dismissal day of Thursdays – see next option for more details).

**Schooling Option #2 – 2 Days In-Person Instruction, 3 Days Remote Instruction:**

If necessary, Solterra Academy is prepared to implement a partial in-person/partial remote instruction plan that will limit the number of students in the building at one time. On A days, ten classrooms will attend in person on Mondays and Tuesdays (164, 157, 222, 220, 210, 146, 140, 120, SAS 117S, SAS FLC) and participate in remote instruction Wednesday, Thursday, and Friday. On B days, ten classrooms will attend in person on Thursdays and Fridays (171, 163, 156, 221, 211, 206, 145, 121, 116, SAS Voc) and participate in remote instruction on Mondays, Tuesdays, and Wednesdays.

- **Cleaning:** All students will participate in remote instruction on Wednesdays so that facilities staff can deep clean between the two groups of students.
- **Early Dismissal Day:** To ensure that the number of in-person hours are equitable, Solterra Academy has changed our early dismissal day from Thursdays to Wednesdays.
- **Technology:** Solterra Academy has invested in iPads for our younger students and laptops for all other students so that students can access remote instruction from home.
- **Hours:** Monday/Tuesday/Thursday/Friday – school hours for both in-person and remote instruction will be from 8:00-2:30. On Wednesday, remote instruction will take place from 8:00-1:00. On remote instruction days, live, small-group instruction via our video conferencing software will take place at least 4 hours per day with the remaining hours including teacher office hours, individualized services, and independent student work.
- **Adult Support Services:** If a student has adult support services in their IEP, support will be provided during both the in-person days and the remote instruction days.

**Schooling Option #3 -100% Remote Instruction:**

In the event that CT public health data requires that school buildings remain closed for a period of time, Solterra Academy is prepared to provide remote instruction to all students during school hours (8:00-2:30 M/T/TH/F and 8:00-1:00 W). Students will need to log in to our video conferencing software for live instruction every day in order to be counted as present at school. While they may access posted assignments outside of school hours, they must be available during regular school hours to receive direct instruction. Live, small-group instruction via our video conferencing software will take place at least 4 hours per day with the remaining hours including teacher office hours, individualized services, and independent student work.

**Temporarily Choosing Not to Participate**

Solterra Academy is prepared to provide remote instruction Monday-Friday for any student whose parent/guardian does not want to send them to school in person. This instruction will take place at the same time as in-person instruction in the classroom. Students at home will log in to our video conferencing software and be able to watch the live in-person instruction that is happening in their classroom. Another adult will also be logged in to the video conferencing software to provide support to the student at home.

**School Liaison, Communication Plans, and Data Collection**

**Health and Safety Compliance Liaison:** Solterra Academy’s COVID-19 Health and Safety Compliance Liaison is Dr. Patricia FitzGerald, Clinical Director. In collaboration with our lead school nurse, Dr. FitzGerald will be responsible for engaging with students, parents, and school staff to answer questions or concerns about health and safety requirements.

**Communication:** Solterra Academy has recently contracted with a service called One Call Now in order to send out timely communications to parents, staff, and districts via phone, text, and e-mail. All communications will be sent in both English and Spanish on an as-needed basis. Parents may contact the school via e-mail or phone in order to obtain more information.

**Website:** Solterra Academy’s reopening plan will be posted to our website at [www.SolterraAcademy.com](http://www.SolterraAcademy.com) in both English and Spanish.

**Parent Survey:** A parent survey has gone out via e-mail to all parents in both English and Spanish asking if they intend to send their child to school in person. The survey is also accessible through our website. Those parents who do not complete the survey will be called directly to discuss their options.

## Operations Plan

### Facilities

**Social Distancing:** In order for our classrooms to accommodate our students' desks being placed at least 6 feet apart, we have rearranged our building to allow for most classrooms to have a nearby annex. Between the main classroom and the annex, staff and students will be able to maintain social distancing. We have purchased new technology for the teacher to be able to teach to the two rooms at the same time. While our staff at times may need to be closer than 6 feet to our students in order to provide necessary support, we are confident that the use of masks (and face shields if necessary) will mitigate the risk during these times.

**Signs:** Signs provided by the CDC regarding COVID symptoms and mitigating strategies (mask wearing, social distancing, and handwashing) will be posted throughout the building both in the hallways, classrooms, gym, cafeteria, and staff lounges.

**Staff Training:** All staff (including substitute per diem staff) will be trained in health and safety protocols on August 21<sup>st</sup>, 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup> prior to classes starting on August 27<sup>th</sup>. Refresher trainings for staff will take place as needed during our early dismissal day.

Solterra staff will be trained on all health and safety policies and practices prior to the start of school and before they report to a classroom (if hired after the start of school). Training will include orientation to the concept of cohorting, social distancing, use of Personal Protective Equipment (PPE), cleaning protocols and hygiene practices (i.e. hand washing practices), avoiding touching one's mouth and nose, avoiding close and sustained contact with others, cleaning and disinfecting surfaces, using cough and sneeze etiquette, and staying home when sick. This will also include a review of the CDC guidelines for preventing transmission of COVID-19. Attendance at training will be required by all staff.

**Student Training:** During the first month the school reopens and as needed, teachers and other staff members will also educate their students about safety and health practices, modeling these behaviors, reviewing on a daily basis with the students, and positively reinforcing students for following the procedures.

### Daily Operations

**Cohorts:** All classes will stay with their own class in their main classroom or its annex throughout the school day. Vocational teachers will teach classes in the main classrooms rather than having the students travel to them. Each section of the school will be assigned bathrooms (roughly Elementary, Middle, High School, and SAS). All meals will be served in the classroom or possibly outside if weather permits. During the school day, common areas such as quiet rooms, study rooms, and the cafeteria will be used only as needed in emergencies and will be cleaned regularly between student uses. During the school day, the gym will be used for Physical Education classes when they cannot be held outside. To maintain social distancing and cohorting as much as possible, the school will have six points of entry and dismissal – SAS Workshop, SAS Main Entrance, Main Building Gym Doors, Main Building Entryway, Main Building North Door, and Main Building Cafeteria Doors. Morning temperature screenings and belonging searches will take place at each of these areas.

**After Hours:** While Solterra Academy does not provide after-hours activities for our students, we do rent out two rooms in our main building for outpatient occupational therapy services from CT Children's Medical Center. We are working with CT Children's Medical Center to ensure that they maintain cleaning protocols between patients and that parents wait in their cars rather than in the building. Our after-hours custodians will also thoroughly clean that area (along with the rest of the school) following its use every day.

### Child Nutrition

All Solterra Academy students receive free breakfast and lunch through New Britain's Provision 2 status under the National School Lunch Program. The school contracts with New Britain Public Schools and Whitsons Culinary Group to provide these meals to the students.

#### Schooling Option #1 – Full In-Person Instruction, Five Days per Week:

Both breakfast and lunch will be provided to all students who accept. Meals will be picked up by staff members and delivered to students who will eat them in their classrooms. An accurate count of meals consumed will be kept by Whitsons' staff and reported accordingly.

Schooling Option #2 – 2 Days In-Person Instruction, 3 Days Remote Instruction:

During the two in-person days, students in attendance will be served both breakfast and lunch. Meals will be picked up by staff members and delivered to students who will eat them in their classrooms. An accurate count of meals consumed will be kept by Whitsons' staff and reported accordingly.

During the three days of remote instruction, parents may obtain breakfast and lunch for their child from their local school district per the district's guidelines and protocols.

Schooling Option #3 -100% Remote Instruction:

During remote instruction, parents may obtain breakfast and lunch for their child from their local school district per the district's guidelines and protocols.

**Transportation**

Solterra Academy does not provide transportation to and from school. This is the responsibility of each placing district and parents are encouraged to contact their district with any questions regarding transportation.

Off-site vocational work and field trips will be suspended until the Department of Public Health deems these activities safe for all students and staff. During this time, vocational instruction will take place on school grounds within the limitations of cohorting and social distancing.

If off-site vocational work becomes safe, schedules will be developed in such a way that allows for social distancing between the student, job coach, and driver. The vans will be loaded back to front and unloaded from front to back. If multiple students are on the same van, they will be spaced to maintain social distancing. Students and staff will continue to wear masks at all times when on transportation vehicles.

**Health Practices and Protocols**

**COVID-19 Health and Safety Plan**

The purpose of this plan is to outline policies and procedures developed to maintain a healthy and safe school environment that complies with local, state, and national recommendations and requirements. Plan specifics are subject to adjustment based on Connecticut laws and guidance from the Connecticut State Department of Education, Connecticut Department of Public Health, and the New Britain Health Department. Per requirements of the Connecticut State Department of Education, Solterra Academy is prepared to resume in-school instruction to its full student population.

**There is not a singular practice that makes the kind of impact on the spread of COVID-19 that we would all like. But multiple practices, when combined, increase safety, and the current infection rate data reflects this.** For the health and safety of all staff and students, policies, and procedures regarding the use of student cohorts, social distancing practices, personal protective equipment (PPE), handwashing, and cleaning and disinfecting practices must be followed by all staff. These are outlined below.

**Cohorts**

As much as possible, Solterra Academy will group students and staff by classrooms into a cohort so that each team functions independently as much as is possible. A cohort is a group of students and staff with consistent members that stay together throughout the school day. Interaction between students and staff from other classrooms will be minimized. The purpose of this practice is to limit the number of students to potential exposure if there is a case of community transmission within the school building. Common areas will no longer be used by multiple classrooms. Students will not transition to other rooms or areas of the building for special classes with the exception of PE, and therapy or related service appointments. Vocational instruction, music, and art classes will all take place within the student's main classrooms and/or annexes. The school store, student lounge, science room, art room, and library will not be available for all students to use and instead will be used as annexed space so that classroom groups can be more spread out. The music room is a main classroom and the sensory room and computer lab are closed. Food service will not be operating a serving line within the cafeteria and staff will bring meals to students to eat within their classrooms.

**Shared Materials**

Within the classroom, efforts will be made to minimize access to and use of shared materials by the students. Students will be issued their own materials such as pens, pencils, erasers, notebooks, art supplies, binders, sensory items, etc. Whenever possible, all student school supplies will be kept in a separate bin or bag for each student. Supplies that are shared such as scissors, rulers, balls, and board games will be cleaned after each student use. Shared books such as the classroom library will not be stored in an open bookcase, but rather in a cabinet that only staff can access. Books can then be issued to students and remain with that student at their workspace until they are returned to staff. Book surfaces will then be disinfected, and books will be kept out of circulation for at least two days before they are reissued to another student. Most students will have access to individual devices such as iPads and laptops, but the classroom computers can be used by students (one at a time) as long as keyboards, mouse, mouse pads and counter surfaces are disinfected by use of disinfectant wipes by the classroom staff after each student's use. Each student will be assigned a specific locker to store their personal belongings. These lockers will not be shared and all students will confine their personal belongings within the space.

Classrooms will be encouraged to use particular bathrooms and will use assigned exterior doors for entrance and exit. Only one classroom (cohort) will be allowed access to the playscape at a time. No more than four students should be on the playscape and in order to maintain appropriate social distancing they should be on different sections of the playscape. Before accessing the playscape staff should have students apply hand sanitizer and reapply once the students leave the playscape. All students should wash their hands once returning to the building from recess.

**Social Distancing**

Solterra Academy has reconfigured the use of building space in order to maximize social distancing. Social distancing means avoiding large gatherings (based on current state guidelines) and maintaining distance (approximately 6 feet) from others.

Student desks have been arranged so that students are positioned at least 6 feet from each other with their desks all facing in the same direction. Classrooms with larger numbers of students have been assigned annexed space so that students and staff can spread out as much as possible. Staff will instruct and reinforce students for adhering to social distancing practices. Efforts will be made to reduce traffic through the various areas of the building as much as possible. Signs will be posted throughout the school in highly visible locations to reinforce information related to stopping the spread of COVID-19. These will include hand washing reminders, social distance reminders, and reminders for the use of face coverings and face shields. Signs and symbols will be used to indicate directions and spacing of hallway traffic so that face-to-face encounters are reduced.

Staff may use outdoor areas for instruction when health and safety conditions allow in order to socially distance and to allow for students to have "mask breaks" and to enjoy fresh air.

For therapies that occur within office spaces, tabletop plexiglass barriers will be provided for situations in which appropriate social distance is not possible given the activity. Other forms of plastic or plexiglass barriers will be provided to be used within shared office spaces and reception areas.

Staff should maintain appropriate social distancing in staff break rooms. If this is not possible, additional seating will be provided both within and outside the building.

**Personal Protective Equipment (PPE)**

Solterra Academy will require all students, employees, and visitors to wear a face covering at all times except during meals, during PE, and during socially distanced outdoor "mask breaks", unless otherwise exempt. This will include parents who are dropping off or picking up children and/or attending school meetings such as PPTs. Solterra Academy will provide a face covering or mask to any student, employee, or visitor who does not have one.

Face Covering – A face covering may be any type of facemask, including reusable cloth masks or disposable surgical masks. Solterra will issue machine washable cloth face coverings to employees and to students who need them. These washable face coverings can be brought home by staff and by students to be laundered. Staff

may also provide their own cloth face coverings or masks but these must be school appropriate as well as child friendly. Individuals for whom the use of a facemask would be contrary to their health or safety because of a medical condition would be exempt from this requirement and will be required to wear a face shield instead. Employees who decline to wear a facemask due to a medical condition will be required to produce medical documentation verifying the stated condition. Human Resources will then determine if an appropriate accommodation can be provided to the employee.

Disposable surgical or procedures masks will be made available to nurses, visitors who present without a face covering, and to staff who are providing direct support to students under conditions where social distancing is not possible. Additionally, staff working with students who are not wearing face coverings due to an exception (and/or a behavioral issue) and who also cannot maintain social distancing, will be provided with increased protective equipment including face shields, medical grade masks, and disposable gowns.

KN95 respirators – KN95 respirators will be worn by school nurses who may be involved in aerosol-generating procedures, such as suctioning, providing oxygen via high-flow nasal cannula, and nebulizer treatments.

Face shields – Face shields protect the eyes, nose and mouth from contamination from respiratory droplets, along with masks and respirators. Typically, face shields are not a suitable replacement for a face covering or mask but rather are used in addition to a face covering or mask in order to add additional face protection. Other forms of eye protection, specifically plastic safety glasses, will also be issued to staff. Students may be given plastic face shields or clear masks to use during speech and language exercises when face coverings or masks are not appropriate for the activities. Face shields and plastic eyewear will be assigned to staff members and should be disinfected and re-used by the same staff member.

Protective gowns – Disposable protective gowns are available to staff to use when potentially encountering student bodily fluids (e.g. during toileting or restraint procedures with aggressive students).

Gloves – Staff will also be issued vinyl gloves to be worn during the school day when physical contact between staff and students, and/or staff and common surfaces is likely. Standard precautions will be followed by all staff with the use of disposable single-use vinyl gloves when there is possible blood or body fluid contact. This includes, but is not limited to, during healthcare procedures, toileting, assisting with feeding, temperature screening, or any other instance where there may be contact with a body fluid, including respiratory secretions. For safety, all staff should use disposable gloves when containing or restraining an aggressive student.

Gloves should be removed by grasping the outside of one cuff with the opposite gloved hand and pulling the glove over the hand so it turns inside out. Continuing to hold onto the removed glove with the gloved hand, reach inside the cuff of the remaining hand with the ungloved hand and pull the glove inside out over the hand and the other glove. Dispose of the gloves in a lined waste receptacle.

Gloves are not to be considered a substitute for hand washing. Once the gloves have been removed and properly thrown away, the hands should be washed thoroughly and according to the procedure described in the section regarding hand washing.

Aprons – Machine washable cobbler aprons and bib aprons will be made available to staff who choose to use them. These garments can provide some additional protection for staff clothing and are available in various sizes and colors.

### **Hand Washing**

This is the single most important means of preventing the spread of infection. Staff and students should wash their hands frequently throughout the school day. When access to a sink is not feasible, hand sanitizer should be applied. Staff should always wash their hands after dealing with feces, urine, or materials soiled with them, skin infections, or open wounds, and between handling of one student to another. Gloves are not to be considered a substitute for hand washing. Hands should be washed after the gloves have been removed. In addition, hands should be washed before and after eating, after using bathroom facilities, and after hands-on support of students.

Staff should teach students by example and by prompting them to wash their hands before meals, after toileting, after coming in from an outside activity, and after sneezing or coughing into one's hands. The following techniques should be used to efficiently clean the hands:

1. Wet the hands.
2. Apply soap thoroughly; get under nails and between fingers.
3. If necessary, use a brush to remove any substance offering particular resistance.
4. With a rotating, frictional motion, rub the hands together for at least 20-30 seconds. Wash at least 2-3 inches above the wrists.
5. To wash fingers and the spaces between them, interlace the fingers and rub up and down.
6. Rinse well.
7. Dry thoroughly.
8. Shut off faucet using a paper towel.

Signage reminding staff and students of appropriate hand washing technique will be placed near sinks and hallways leading to restroom areas.

Sneeze/Cough Etiquette - all staff will model, teach, and reinforce students for sneezing and coughing into their inner elbow and will also cue them to use tissues and discard the tissues in a trashcan. Students will then be prompted to apply hand sanitizer and/or to wash their hands.

### **Cleaning and Disinfecting**

Solterra Academy will follow all CDC cleaning guidelines. Routine cleaning of all school premises will occur on a daily basis with high contact areas such as door handles, desks, tables, countertops, and other areas given special attention and disinfected multiple times throughout the day. The disinfectants used meet all federal and state standards and are effective against COVID-19.

Bathroom Cleaning – All school bathrooms will be fully cleaned and sanitized at least 3 times a day. A cleaning log will be used to track cleaning frequency. In addition, the following measures will be implemented:

- Per state green cleaning law, only green products to be used.
- CDC disinfecting and cleaning protocols will be followed.
- Appropriate PPE will be worn during cleaning.
- Cleaning will be conducted during the periods of lowest occupancy or absence of children when possible.

Cleaning of Other Areas - Areas such as study room counters and student working surfaces will be cleaned multiple times a day by staff. Staff will use disinfecting wipes or disinfectant to clean shared surfaces (such as study room counters and computer keyboards/mice) before and after each use. Each classroom will have wipes/sanitizer in a bag to grab when following students to the hallway/outdoors/study rooms, etc.

Each classroom will be given disinfecting wipes, paper towels, vinyl gloves to be worn while cleaning, and spray disinfectant. Disinfectant needs to be locked up so the students cannot get to it as this is a peroxide-based product.

Use the wipes mid-day to clean surfaces such as:

- telephone receivers
- keyboards
- student desks
- cupboard handles
- cubicle tops
- door handles

Use the spray disinfectant on all the above surfaces at the end of the day. Spray the disinfectant onto a paper towel and wipe phones and keyboards. Desks and work surfaces can be sprayed directly and wiped with a paper towel.

Staff will also disinfect tabletop areas after they have eaten and will not leave used dishes, cups, or containers in the sinks.

## **Reporting Illnesses and Addressing Vulnerable Populations**

### **Screening for COVID-19**

(Please note that the CDC does not recommend universal testing of all students and staff.)

#### **Screening of Students for COVID-19**

Students must stay home from school if they are feeling sick, have any symptoms consistent with COVID-19 or have had close contact with a person diagnosed with COVID-19. **Close contact is defined by the CDC as contact with another person within a distance of less than 6 feet for more than 15 minutes.**

#### **Morning Health Checks by Parents**

In order to prevent transmission among the school population, parents are required to screen students before they leave for school. Symptoms of COVID-19 can vary but can include the following:

- Temperature of 100° or higher
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Unusual fatigue
- Muscle or body aches
- Sore throat
- Nausea, vomiting or diarrhea
- New loss of taste or smell

If the student has any of the above, the student cannot come to school.

#### **Student Screening at School**

Staff will screen students as they enter school during school arrival procedures. Student temperatures will be taken daily with a no-touch thermometer. Students may be asked (if developmentally appropriate) about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.

Any student who shows symptoms upon arrival to school or during the course of the school day will be separated immediately from others and brought to the health office to be examined by the nurse. Nurses will assess students, and only the nurse will use a thermometer requiring a touch method (under the tongue, arm, forehead touch, etc.). Caution will be taken by the nurse including wearing gloves, appropriate masks, and eye protection or face shield. Nurses will keep a log of all persons with symptoms, both students and staff.

Students with confirmed symptoms will be required to wear a mask and wait in a designated isolation room with staff supervision until the student can be transported home. Solterra Academy has a designated isolation room within each school building. These rooms are not to be used for any other purpose. If more than one student is in the isolation room, physical distancing will be maintained. A designated bathroom has been identified (nurse's office in Main Building and handicapped accessible bathroom in SAS) for use by individuals in the isolation room. These bathrooms will be put "off limits" to the rest of the school population and will not be put back into service until they have been completely cleaned and disinfected according to CDC guidelines.

The school nurse will advise parents of sick students that their student is not to return to school until they have met CDC criteria to discontinue home isolation and will be referred to their healthcare provider for evaluation on whether testing is required.

Students with symptoms of COVID-19 can only return to school with a documented negative COVID-19 test result or a note from a healthcare provider clearing them to safely return to school.

Students who have had close contact with someone with a confirmed or suspected case of COVID-19 must remain home for 14 days and be monitored for symptoms. The student can return to school with a negative test result or a health provider note clearing them to safely return to school.



If the student has been diagnosed with COVID-19, with or without symptoms or a positive test, the following CDC protocol will be followed for returning to school:

COVID-19 with symptoms

- 10 days have passed since the onset of symptoms
- Three days of no fever without using fever reducing medication
- Symptoms such as cough and shortness of breath have improved
- Two negative COVID-19 tests spaced 24-hours apart have occurred
- The student's healthcare provider has cleared them to safely return to school

COVID-19 without symptoms

If a student has tested positive for COVID-19 but does not show symptoms, the student may return to school 10 days after the positive test once they have been retested and received a negative test result.

Prolonged exposure to someone with COVID-19

If exposed to COVID-19, the student may return to school after 14 days with no symptoms and a negative test result.

### **Screening of Staff for COVID-19**

**Staff must stay home if they are feeling sick, have any symptoms consistent with COVID-19, or have had close contact with a person diagnosed with COVID-19.** In all instances, staff should inform their supervisor, contact their healthcare provider and follow medical advice.

Staff will be required to participate in a temperature screening at school every morning before entering the building. No-touch thermometers will be used and any staff with a temperature below 100.0° will be allowed to enter the building. Staff will also complete a screening questionnaire every morning regarding the following questions:

- fever or chills
- cough
- shortness of breath or difficulty breathing
- unusual fatigue
- muscle or body aches
- sore throat
- nausea, vomiting or diarrhea
- new loss of taste or smell
- close contact with a COVID positive person

Staff who are symptomatic are not to report to work and should contact their supervisor. Staff who become symptomatic during the school day will be sent home and advised to seek medical care. If the staff member cannot leave the school building immediately (e.g. waiting for a ride, too ill to drive) the staff member must report to the isolation room, will be assessed by the school nurse and will stay in the isolation room until transportation arrives, wearing a mask and any other PPE the nurse advises. A designated bathroom identified for use by individuals in the isolation room, will be put off limits to the rest of the school population and will not be put back into service until it has been completely cleaned and disinfected according to CDC guidelines. At the end of the day, any isolation room which has been used will be thoroughly cleaned and disinfected in accordance with CDC guidelines.

**Staff with symptoms of COVID-19 can only return to school with a documented negative COVID-19 test result or note from a healthcare provider clearing them to safely return to work/school.**

Staff who have had close contact with someone with a confirmed or suspected case of COVID-19 must remain home for 14 days and be monitored for symptoms. Staff members can return to work after 14 days with a negative test result or health provider note clearing them to safely return to work.

If the staff member has been diagnosed with COVID-19, with or without symptoms or a positive test, the following CDC protocol will be followed for returning to work:

COVID-19 with symptoms

- 10 days have passed since the onset of symptoms
- three days of no fever without using fever reducing medications
- symptoms such as cough and shortness of breath have improved
- two negative COVID-19 tests spaced 24 hours apart have occurred
- the staff member’s healthcare provider has cleared them to safely return to work

COVID-19 without symptoms

If a staff member has tested positive for COVID-19 but does not show symptoms, the staff member may return to work after 10 days since the positive test with a negative test result.

Prolonged exposure to someone with COVID-19

If exposed to COVID-19, a staff member may return to work after 14 days with no symptoms and a negative test result.

**Health Monitoring Plan**

**Planning and Distribution of Information**

**Monitoring student and staff absenteeism**

School administration and school nurses will actively monitor student and staff absenteeism patterns and track the reasons for their absences to identify any trends that would suggest spread of illness such as COVID-19. Absence data will be coded to indicate specific symptoms such as fever or other COVID-19 related symptoms as opposed to routine sick days. This information will be shared with the New Britain Health Department if large increases in student or staff absence are occurring, particularly if the absences are reported as, or appear to be due to, respiratory illness.

**Containment Plan**

**Isolation Room:** Both the Main Building and SAS each have a designated isolation room where any children exhibiting symptoms of COVID-19 will remain until a parent can pick them up to take them home. Students in the isolation room will be monitored by school health staff who are wearing appropriate PPE.

**Temporary School Closure:**

Solterra Academy will implement a short-term closure procedure (regardless of community spread) if a COVID-19 infected person has been in the school building. Following CDC recommendations, the New Britain Public Health Department will be immediately notified. Once a course of action has been determined, the following will also be notified:

- Parents/guardians of Solterra students
- Solterra staff
- Connecticut State Department of Education
- School districts with students enrolled in Solterra

The confidentiality of the person who tested positive will be maintained as required by ADA and FERPA.

Students and most staff will be dismissed for 2 to 5 days. This allows local health officials to gain a better understanding of the COVID-19 situation impacting the school and to help Solterra determine appropriate next steps. These decisions will be made on a case-by-case basis using the most up-to-date information about COVID-19 and the specific cases in the community. Solterra facilities staff will deep clean and disinfect the school building following a 24-hour waiting period (as recommended by CDC) to minimize potential for exposure to respiratory droplets. Solterra Academy’s administration and nurses will cooperate with the New Britain Public Health Department to conduct a contact tracing procedure. Individuals who have been in contact with the COVID positive student or staff member will be notified and instructed on current CDC recommendations related to exposure.

Decisions about extending the school closure will be made in collaboration with the New Britain Public Health Department. After cleaning and disinfection, the school may stay open for staff members (unless ill) while students stay home. Keeping the facility open will allow teachers to develop and deliver lessons and materials remotely in order to maintain continuity of teaching and learning. Other staff members can continue to provide services and help with additional response efforts. Decisions about which, if any, staff are allowed into the school building will be made in collaboration with the New Britain Public Health Department.

#### **Cancellation of Classes, Remote Learning, and Reopening Plans**

As described in the first section of this document, Solterra Academy is prepared to provide 100% remote instruction in the event that the state government suspends or cancels in-school classes across the state or if the New Britain Public Health Department recommends school closure for a period of time to contain a possible outbreak. Staff and parent/guardians will be notified of any such closure by our One Call Now system via email, phone call, and/or text. The Solterra Academy principal will notify the CSDE of any local school closure.

#### **Future Planning for Remote Blended Learning**

As described in the first section of this document, Solterra Academy is prepared to provide remote instruction in a hybrid model (2 days in person, 3 days remote) and during full school closures. Technology will be provided to students so that they can access our remote instruction platforms.

### **Academics**

#### **Special Education**

All students enrolled in Solterra Academy have IEPs and receive special education services. During in-person instruction, our staff will provide all services to our students. In cases where the provision of those services do not allow for social distancing, our staff will utilize appropriate PPE such as face masks, face shields/goggles, gloves, and barrier gowns as needed. The mask of any student who requires a restraint will be removed so that their breathing can be appropriately monitored. Following any restraint, both the staff and student will wash their hands. Students who receive individual services in a related service office will be picked up from their classroom and escorted to the office. Table-top partitions will be provided as social distancing is not always feasible during these times.

During remote instruction days, staff will implement the student's IEP virtually to the greatest extent possible. Adult support services will be provided through our video conferencing software.

#### **English Learners (ELs)**

Solterra Academy has a limited number of EL students and will continue to work with placing districts to ensure these services are provided.

### **Family and Student Engagement**

#### **Family Support and Communication**

Solterra Academy will provide families with clear, ongoing communication through our One Call Now system as well as individualized phone calls through our clinical services. Parents may access our reopening plan on our website at [www.SolterraAcademy.com](http://www.SolterraAcademy.com) and may email or call the school for any questions they may have. An updated Parent and Student Handbook, which will include protocols related to health and safety guidelines, will also be mailed home to each family prior to the start of the school year.

#### **Social-Emotional Learning (SEL) and Mental Health**

Solterra Academy provides intensive clinical services to our families both during in-person instruction and during remote instruction. Our administrators, teachers, and clinicians have worked continually to ensure engagement from our students and parents during the school closure period. All of our staff are trained yearly regarding signs of abuse and neglect and will be training on issues regarding abuse and neglect in the context of the pandemic. All staff will comply with all mandated reporting requirements.

<b>After-School Programming</b>
Solterra Academy does not provide any after-school programming.
<b>Career and Technical Education</b>
For as long as cohorting is recommended, all vocational instruction will occur in the main classrooms. Any shared project areas will be cleaned between each student use.
<b>Staffing and Personnel</b>
<b>Certification and Personnel Planning</b>
Solterra Academy will comply with all legal and regulatory requirements related to staffing including the provision of the Families First Coronavirus Act and the provision of required PPE to all staff.
<b>Professional Development</b>
All staff (including substitute per diem staff) will be trained in health and safety protocols on August 21 <sup>st</sup> , 24 <sup>th</sup> , 25 <sup>th</sup> , and 26 <sup>th</sup> prior to classes starting on August 27 <sup>th</sup> . Refresher trainings for staff will take place as needed during our early dismissal day.
Solterra staff will be trained on all health and safety policies and practices prior to the start of school and before they report to a classroom (if hired after the start of school). Training will include orientation to the concept of cohorting, social distancing, use of PPE, cleaning protocols and hygiene practices (i.e. hand washing practices), avoiding touching one’s mouth and nose, avoiding close and sustained contact with others, cleaning and disinfecting surfaces, using cough and sneeze etiquette, and staying home when sick. This will also include a review of the CDC guidelines for preventing transmission of COVID-19. Attendance at training will be required by all staff.

This reopening plan is subject to change as a result of future recommendations or guidance from the State of CT, the CT State Department of Education, the Department of Public Health, and/or the CDC.