

“DRAFT”

**Reopening Plan for Preschool and
Early Intervention Services**

July, 2020

OVERVIEW

As a result of the coronavirus pandemic, DPDC and all Wyoming schools were ordered closed by the Governor due to state health orders in mid-March to attempt to slow the spread of COVID-19. As you are aware, schools remained closed and instruction was provided via an adapted learning platform for the remainder for the school year. This was an immense challenge for students, parents and staff as there was no previous experience to draw from to plan for such an event. Now, moving forward, we must plan for how best to return to school and if so, how this can be accomplished in the safest manner for all.

Regardless of the amount of planning, the situation surrounding the pandemic changes rapidly. We recognize the reopening plan we propose will be a living document in need of revision as the situation with the virus changes. Developmental Preschool will continually seek and, to the best of our ability, follow the guidelines set forth by the CDC and Wyoming Department of Health to operate our school while maintaining the safest environment possible.

This plan is intended to inform the state and our board of directors of the approach DPDC will use to open and operate our school for the start of the 20-21 school year.

INTRODUCTION

DPDC will always strive to provide the best educational experience for students in the safest environment possible and will continue this effort as we reopen school in the fall. DPDC intends to open school in fall 2020 and operate in as normal a manner as possible while following state and local health orders. Although DPDC will follow all health orders and best practice guidelines, we acknowledge there is no way for us to completely shield our population from infectious diseases. However, with adherence to best practices, we can significantly reduce the risk to students, staff and families.

Included in this Reopening Plan are the health and safety procedures we will follow to help mitigate the risk to our staff, children and families. There are many views on the use of face coverings for both children and adults and when they should be used. In order to protect our school community, face coverings for adults will be required and encouraged for children, in all school common areas. As we have individuals amongst us who are more vulnerable, we must take this step to lower their risks.

At this time, this plan is a DRAFT and will certainly undergo alterations as we work toward completion and as the situation with the virus changes due to state or local health orders. Additionally, the state may offer additional guidance and directives which will have to be incorporated into our plan.

KEY TERMS

Adapted Learning Plan- The Adapted Learning Plan (ALP) was the plan child development centers were required to file with the Wyoming Department of Health in order to be considered as active during the school closure.

Virtual Preschool- Classes delivered by a teacher located in a physical classroom with students present while also providing simultaneous remote instruction. Instruction is delivered through interactive, synchronous technology which allows the student receiving the remote education to ask questions, make comments, and interact in real-time with the teacher, classroom students.

Wyoming Dept. of Education Tier Definitions

On July 1, 2020, the Wyoming Department of Education (WDE) provided three specific opening and closing tiers for school districts in their Smart Start Guidance document. This information has been adapted to fit Developmental Preschool and Day Care Center's requirements.

Tier I - Open In-person classes and activities, as appropriate. Minimal adapted learning on a limited, as-needed basis. Most students in school at the same time under the provisions of current health orders. Social distancing and face coverings as much as possible with young children. Buildings open to all students.

Tier II - Hybrid Combination of in-person and adapted learning is required due to local or state health directives. Social distancing and face coverings as much as possible with young children for those attending in person. Buildings open to some students.

Tier III - Closed School buildings closed to students due to local or state health directives or orders. DPDC will follow provisions in the approved adapted learning plan. Buildings not open to students.

(At this time DPDC is planning for a Tier I opening following CDC as well as state and local health directives)

SAFETY and WELLNESS

To open schools in a safe manner for students, staff and their families, DPDC will make every effort to ensure as clean an environment as possible. In addition, procedural

safeguards will be put in place to ensure best practices are followed throughout the day to minimize the risk of virus transmission.

As new information is received, DPDC will communicate any updated safety guidelines and procedures to families and staff. As there is currently no vaccine for the virus, we must follow the guidelines set out by the Centers for Disease Control (CDC) to mitigate the spread of the virus.

Health Screening- Safety begins with daily health screenings. In order to enter the building and remain for the day, we must ensure individuals are screened for virus symptoms daily and throughout the day.

- Parents must verify their child(ren) is/are not exhibiting symptoms of the coronavirus and if there is any indication of an illness the child(ren) must stay home.
- DPDC personnel will self-screen and stay home if there is any indication of virus symptoms.
- If a student or staff member exhibits virus symptoms during the school day, the following will occur:
 - Students or staff members will be required to utilize a face covering.
 - Students or staff with positive coronavirus symptoms will be sent home.
 - Parents/guardians must pick up their student from school within 30 minutes of notification.
 - Staff who develop symptoms while at school will have access to a mask prior to leaving the school.
 - Students will be taken to an “exit room” with direct exit to the parking lot. This will be the small room with the door in the corner outside of the big room.
 - Parents will need to go straight to this door to pick up children if they are having symptoms so we don’t take them back through the building
 - Any staff or student with COVID - 19 symptoms must follow the current CDC/local health department guidelines for return to work/school.
 - An isolation room is being established for children exhibiting symptoms.

Masks/Face Coverings- In order to mitigate the spread of the coronavirus and to keep everyone as safe as possible, DPDC will require the use of masks or

appropriate face coverings for staff and encourage use for children, in common areas and during times of transition. Gators may be worn as well but may need to be doubled if the fabric is thin. Face shields may also be worn if necessary for the situation or due to an individual's underlying conditions. DPDC will maintain a supply of masks to ensure access for everyone in case a mask is lost or forgotten. Any individual requesting or requiring an exemption will need to demonstrate a medical need and must be cleared through the executive director. Every effort will be made to provide mask breaks throughout the day.

- Staff must wear masks at all times they are within 6 feet of another individual when inside the facility.
- Children over 2 must utilize masks whenever possible, staff must make every effort for children wear a mask, especially during transitions through the building. Parents must provide 2 masks for their children, and must take them home to launder daily.

Hand Hygiene- Staff and teachers will instruct and monitor children on proper handwashing techniques throughout the day.

- Handwashing opportunities will be increased for all children.

Physical and Social Distancing- Throughout the school day, every effort will be made to follow social distancing guidelines (6ft) for all individuals in the building. DPDC will make every effort to ensure our students and staff follow appropriate physical distancing as possible inside of our space.

- We are utilizing the main entrance as our entry point into the building.
- Parents need to use hand sanitizer prior to touching check-in computer.
- Hand sanitizer stations are available at all entrances. Please use them.
- Parents need to help children wash hands upon entering their classroom (or big room if that is where the class is at drop off). Please try to encourage child not to touch anything on the way.
- Pick up and drop off will be limited to ONE parent only(no siblings) and limited to 2 minutes. Accommodations will be made for parents that have other children with them. Please contact the front desk to make arrangements ahead of time.
- Parents need to exit through the back exit.
- Yellow Jacket room is the exception, please always use the door to the right when entering/exiting the stairway foyer. In one door and out the other.
- Outdoor play- DPDC will be providing outside time to students while maintaining classroom cohorts.

SCHOOL OPERATIONS

Sanitation- To maintain a safe environment for students and staff, DPDC will develop procedures to ensure the school environment is clean and well maintained. Furthermore, DPDC will follow CDC guidelines for sanitation of the facility on a daily basis and for procedures in the event of a confirmed virus case.

- Students and staff will undergo training/instruction on hygiene best practices.
- DPDC staff will follow CDC guidelines for sanitation and employ these practices throughout the day.
- Short-term classroom closure may be required to clean the affected classroom in the event of a confirmed virus case.
- Sanitizing of surfaces will be done after each meal, table top exercise, between uses of toys, and each time the children exit the classroom.

Nutrition Services- Providing students and staff safe snack and lunch opportunities during the day will be essential to our operations. In order to ensure snack and food are provided in the safest way possible, DPDC will implement the following:

- Students will remain in their classroom during lunch activities. This will include any hygiene needs prior to eating.
- All classroom eating areas will be sanitized before and after the meal following USDA and state health department guidelines.
- Hands **must** be washed before touching anything on the cart.
- Children must wash hands before and after each meal. Teachers must monitor children during handwashing to ensure it is being done thoroughly.
- Tables will be cleaned before and after each meal and then sprayed with bleach water and air dried.
- Food shall only be served by the adults. No food serving dishes should be left on the table for children to access. (This is temporary until further notice).

Facilities- To maintain a safe environment, DPDC will implement procedures within the building to maximize physical distancing. Additionally, student movement throughout the building will be limited and transitioning of students during the school day will be carried out to maximize physical distancing.

- High touch surfaces will be cleaned every hour during the school day as well as before and after school
- Face coverings will be required for staff and encouraged for children if a 6-foot distance is not possible and while transitioning through common areas.

INSTRUCTION AND TECHNOLOGY

The following information is specific to children with IEPs in place and ensures Free Appropriate Public Education is met for each child as required through IDEA rules. This information is provided to ALL DPDC families for information. Any virtual educational opportunity is available to any family in Albany County, regardless of IEP status or enrollment at DPDC.

Instruction and Learning- The Wyoming Dept. of Educations has described three levels of school operations.

- Tier I - Open In-person classes and activities, as appropriate. Minimal adapted learning on a limited, as-needed basis. Most students in school at the same time under the provisions of current health orders. Social distancing and face coverings to the greatest extent possible. Buildings open to all students.
- Tier II - Hybrid Combination of in-person and adapted learning is required due to local or state health directives. Social distancing and face coverings to the greatest extent possible for those attending in person. Buildings open to some students.
- Tier III - Closed School buildings closed to students due to local or state health directives or orders. DPDC will follow provisions in the approved adapted learning plan. Buildings not open to students.

*****While DPDC is preparing contingencies for all described tiers, we are hoping for a Tier I opening for the 2020-2021 school year, we must be ready for future changes and short-term or long-term school closures due to confirmed exposures. The following describes DPDC's contingencies for each Tier*****

Tier I - Open In-Person School day

- DPDC will operate on-site instruction in accordance with state and local health directives
- DPDC will provide high-quality instruction to all students.

- DPDC will ensure all specially designed instruction and related services are implemented as directed by individual student IEP's and parents are notified of any changes
- DPDC will ensure staff is monitoring students to determine any regression in student functioning

Tier II - Hybrid Combination of in-person and adapted learning

- DPDC will determine students in need of on-site instruction or adapted learning plan
- DPDC will determine alternate school schedule
- DPDC will determine student/home technology availability
- DPDC will ensure all specially designed instruction and related services are implemented as directed by individual student IEP's and parents are notified of any changes
- DPDC will implement Virtual Preschool to support student learning while at home

Tier III - Closed School Building

- DPDC will determine student/home technology needs availability
- DPDC will provide high-quality instruction to all students
- DPDC will ensure all specially designed instruction and related services are implemented as directed by individual student IEP's and parents are notified of any changes
- DPDC will implement Virtual Preschool to support student learning while at home

Individualized Therapy- When possible, individualized therapy will be performed in the classroom environment, per the child's IEP. Therapists will be required to wear proper facial coverings and wash hands upon entering and exiting the classroom. If necessary to perform therapy outside the classroom, the following procedures should be followed:

- Prior to leaving classroom for individualized therapy, therapist and child will wash hands.
- During therapy session, therapist will wear a face covering and child will be encouraged, when appropriate, to wear a face covering.
- As necessary, only children from a classroom cohort will be removed together.
- After each individual therapy session, all materials and utilized furniture will be sanitized.
- Upon returning to classroom, therapist and child will wash hands.

This is a draft document and will be updated as necessary based on state and local health directives as well as directives issued by the Wyoming Department of Health